Sustainability Advisory Committee Meeting minutes
October 3, 2008
Location: Building 29 Conference Room
Time: 1:45 – 2:50 pm

Agenda
1. Welcome and Introduction of Committee Members
2. Mission and Purpose of Committee
3. Recording of SAC Minutes
4. Prior Year Goals
   a. Accomplishments
5. Website
6. Current Year Goals
7. Report on Sustainability Office
8. Update on Current Projects
9. Faculty Survey
10. Recyclemania 2009
11. Next meeting date – set meeting schedule

In attendance: Sue Habeck, Julie Burton, Evelyn Tompkins, Gavan Albright, Katie Gulliford, Lori Peterson, Judy Lynn, Ruth Ann Mikels

Minutes
1. Welcome and Introduction of Committee Members
   a. Members that weren’t previously acquainted were introduced.
2. Mission and Purpose of Committee
   a. We looked over the mission statement and noted that the information was also posted on the website. The mission statement was written by Sue Habeck. Before the next meeting, committee members should look over the statement to make sure it is relevant and appropriate.
3. Recording of SAC Minutes
   a. Katie Gulliford was chosen to take minutes for the meeting
4. Prior Year Goals and Accomplishments
   a. We discussed the many goals and accomplishments that the SAC achieved the previous year. These can mostly be found on the attached handout, though we made note of some specific accomplishments. For example:
      i. A monthly report goes to the Executive Staff. We plan on posting them on the website also.
      ii. Ruth Ann made connections with Green Tacoma Partnership.
      iii. The college president, Pamela Transue, is extremely supportive of the SAC. Julie was invited to speak at the statewide Presidents’ meeting regarding SAC’s efforts. Other presidents were impressed with what we have accomplished in only one year.
      iv. We still need funding for the recycling yard.
v. We noted that Facilities is ahead of Curriculum in terms of sustainability efforts. We are doing some things with curriculum. For example, Kia Kaha is an active restoration site. Sue Habeck also conducted a faculty survey regarding sustainability curriculum. Very few faculty responded.

1. An idea about curriculum was presented by Julie. She noted that students can take a class called ENGL 101 BUS, which is English 101, but focuses on business. Perhaps a class could be proposed such as ENGL 101 SUS, which focuses on sustainability.

vi. The Advantage newsletter had an entire report about “The Greening of Tacoma Community College”. See http://www.tacomacc.edu/advantage/

5. Website
   a. The website is up and running. Currently the Sustainability Tip of the Week is posted. We discussed what else should be posted, and we agreed that all new material to be posted should go through Julie first before Gavan puts it on the website. Ideas for posting:
      i. Community partners and how TCC is involved
      ii. Photos that document our accomplishments
      iii. Link to the TCC Advantage document
      iv. Pictures of what can be recycled
   b. We will try to set up an email for the committee - sustainability@tacomacc.edu

6. Current Year Goals
   a. One of our “homework” assignments is to think of some ideas for the current year goals. We will discuss these at the next meeting.
   b. Some goals were discussed, including
      i. Increasing the content on the website
      ii. Determining how to recycle batteries
      iii. Making sure purchasing guidelines for the campus include a sustainability requirement

7. Report on Sustainability Office
   a. We have an official Sustainability Office (in Building 1)
   b. There is a new work study student, Caree Medford.
      i. She is currently going to each building and documenting where the recycling facilities are. She is going to label them with what can be recycled.
   c. We are looking for an intern from UW-Tacoma.

8. Update on Current Projects
   a. Julie is working on a Green Cleaning handbook
      i. This is needed for the new Childcare Center since it is LEED Gold certified.
      ii. The handbook will move to the rest of campus
      iii. The cleaning materials are actually GOOD for the environment.
      iv. Paper materials in the Childcare center are all from recycled goods.

9. Faculty Survey
   a. Please see note in section 4.a.v.
10. Recyclemania 2009
   a. There are some changes for the 2009 competition. These will be discussed at
      the next meeting.
11. Next meeting date – set meeting schedule
   a. Our meetings will be held on the first Friday of the month at 1:30 pm. The
      location will vary. The next meeting will be Friday, Nov 7 at 1:30 pm in the
      Sustainability Office (Building 1).

Meeting adjourned: 2:50 pm

Respectfully submitted: Katie Gulliford (10/10/08)