



**De Anza College CEAG  
Meeting Minutes – July 15, 2008  
10 a.m. – 3:00 p.m.**

**Present:** Margaret Michaelis, Jeanine Hawk, Frank Nunez, Joseph, Manny, Joe Cooke, Matthew Walker, Devin Cormia, Sean, Leila, Espe, Mary, Ellen, Kristin, Rick Andrews, Al Guevara, Bob Cormia, Patrick Gannon, Ralph Riddle, John Swenson, Susan Malmgren, Julie Ceballos, Marisa Spatafore

**Notes: Matthew Walker**

- Jeanine – Tallories – Human Rights
- Mary Ellen – Human Rights
- Frank – Human Rights
- Esperanza – Earth Charter
- Devin – Earth Charter
- Joseph – Economics
- Jeanine – Economics
- Mary Ellen – Economics
- Al – Children – simple
- Veronica – environmental education at an early age
- Mary Ellen – example of early environmental education of children
- Rick - example of early environmental education of children
- Leila – quick action
- Sean – food or environmental friendly booths at flea market
- Matthew – recycle bins
- Margaret – staff and faculty day to day education
- Joseph – recycle bins
- Jeanine – increased faculty involvement – specific plans
- Rick – green purchasing
- Al – example, faculty can stop using water bottles
- Joseph – educate faculty
- Esperanza – water, recycling
- Mary Ellen – No campus follow up
- **New segment (according to the agenda)**
- Kristen – coordinating work being done
- Jeanine – what have we done so far?
- Joe – recycling program, phase 1 of the master landscape plan, re-doing irrigation, removing non-native plants, no pesticides, 2 inches of bark mulch on top of soil
- Manny – 100 % post consumer paper for restrooms, green seal certified, foam soap, hydrogen peroxide based cleaners, recycled plastic garbage bags, soon to be training to reuse trash liners, working on sustainable pest management w/ Clark pest control, looking for grant money for recycle trash bins, ultimately we want zero waste
- Joe – we recycle in our dept



- Manny – compose a video with Patrick for recycling education
- Al – What about hand dryers?
- Manny - Replaced urinal liners w/ all natural, wax and stripper green seal certified
- Patrick – Jeanine helped, costs going down, 100 % biodegradable containers in the cafeteria, working on compost program, herb garden, make a circle, food moves fast in the cafeteria, low voltage lighting, beef is hormone free, organic salad bar, majority comes from local sources, lee ray torintino, coffee organic fair trade, non hydrogenated oil, National Conference for Food Service National Prize
- Jeanine – this helps our recognition, and shows our leadership to other campuses
- Patrick – plastic bottles are less dense now, fountain sodas use the biodegradable, new water machine would cost 40,000 dollars
- Jeanine – talking to bookstore about selling stainless H2O containers, and buying more recycled materials, recycled blue books, using digital texts, a leasing program, currently the bookstore purchasing over 50 % used texts
- Sean – text book cycling
- Patrick – not enough awareness about de anzas efforts
- Ralph – needs to be more awareness
- Mary Ellen – L quad issue
- Rick – far ahead in CC community hazmat and waste for buildings is going up, inventory is going down, e-waste is getting better, energy management- light usage, energy management technician, water heaters
- Jeanine – new science building, SCS leed certified, campus center built with leed materials, new art building to be leed silver
- John –about trip to Belize and Thank you
- Joeseeph – com tech - old equipment at first, recycling and reuseing, student internship programs, giving 1000<sup>th</sup> rebuilt computer to student, recycling vs. reuse
- NEW SEGMENT (according to the agenda)
- Kristen – Lane College example
- Jeanine – also consider higher future energy costs
- Ralph – what is district doing to reward us?
- Jeanine – there is a 7.7 million dollar defecit
- Rick – the campus is used so much at all hours, so hard to control energy use
- Al – saving money is bottom line
- Jeanine – resistant to idea of consultant, instead use \$23,000 for paid student positions
- Kristen – use qualified alumni for some type of role?
- Robert – how about an intern from the kirsch?
- Kristen – they are already busy, the t.a.'s and building stewards
- Veronika – What about making the project into an accredited class?
- Joseph – paid position gets students in the door
- Jeanine – this is campus based
- Frank – water use audits, low flow toilets
- Karl – data collection job is huge – a consultant would help?
- Joe – don't see why we need a coordinator
- Frank – start on 1, then 2, 3 .....
- Ralph – we have already defined the position, we need data to measure our improvement



- Kristin – I and others have taken ISO classes on management, plan, do, check, act
- Veronika – we need to document growth
- Jeanine – I would rather hire students to work w/ the key people to gather the info
- Ralph – Need to commission the duties
- Rick – dido
- Al – use all of our free programs first before paying money
- Jeanine – Joe is already 25% sustainability coordinator
- Frank – We need documentation to see our impact
- Karl – where are the data records?
- Frank – what are the plans according to the SMP?
- Joe – we have already talked about coordinator responsibilities
- Frank – lets use the STARS system for data collection and our assessment of our college now
- Joe – we're using STARS
- Frank – Start data collection, august 1 - Joe will report back with a game plan on how to use Stars, we will then start hiring students under Joe's direction to start gathering data
- Marissa – publicity for opening day – district and campus opening day
- Frank – Use lobby display's in the flint structure?

**Notes: Kristin Jensen Sullivan**

1. Watched U.N. Conference video – 1992 Severn Suzuki teenager's speech
  - a. Example of what we can do if taught young. What we are doing here is critical. Critical thinking is lacking. Teach real problems, discuss.
2. How do we best implement sustainability, according to our SMP?
  - a. Joe Cooke
    - i. Work on recycling, brought in consultant
    - ii. Talked with Los Alto garbage
    - iii. Master landscape plan, replace with native plants, drip irrigation
    - iv. Not using pesticides, mulching
    - v. Compost of SW side of campus
  - b. Manny
    - i. Converting to Bay Waste, green seal certified
    - ii. Post-consumer paper towels (unbleached)
    - iii. Foam-uses (instead less soap)
    - iv. Virox Co. - Hyd. Pyr. Base
    - v. Eliminated 90% waste
    - vi. Training program for custodians
    - vii. Env. Fr. On pest controls
    - viii. Recycling cans, have gone to CIWMB, going toward zero waste
  - c. Patrick
    - i. Won gold prize for size of campus, won overall prize for the nation, we are doing well U.S. wide
    - ii. Ion-hydr oils, coffee organic/fair trade, organic salad bar from ALBA farms, Hormone-free beef



- iii. Campus center renovation green
  - iv. Costs now coming down since more colleges using 100% biodegr. Composting (working with Joe and Manny)
    - v. Composting (have a space problem) for planting herbs – to compost again.
    - vi. Bottled water – smaller water bottles – Arrowhead
    - vii. Cornstarch bottles – won't work, decompress, heat is an issue
    - viii. Other bottles of soda, etc. – not using
    - ix. Food services not funded by the college
    - x. 30-40K for buying biodegradable
    - xi. Sell these reusable bottles??
    - xii. DASB can help with fountain sodas vs. bottles
  - d. Jeanine
    - i. Bookstore – hemp, recycled plastics, backpack – need a new display to help sell
    - ii. Recycled paper – blue books, recycled paper
    - iii. Leasing of textbooks, 50% of all books bought = used texts
    - iv. Sundance Channel – “The Green” shows streamed at bookstore
    - v. KCES – LEED bldgs, campus center, measure c – all LEED certified, will have two LEED platinum bldgs
  - e. Rick Andrews
    - i. Leading way as a green college
    - ii. Haz. Materials/waste program
    - iii. Bldg materials
    - iv. Found old leftovers in cabinets, have cleaned up that mess
    - v. E-waste batteries
    - vi. Light sensors/time delay
    - vii. 1980s – occupancy sensors FHDA wide
    - viii. Efficient motors, water heaters
    - ix. EMT – follows class schedules
    - x. On-demand water heaters on food services
  - f. Joseph
    - i. ComText – student internships
    - ii. Digital divide – computers refurbished and given to students
    - iii. Giving away our 100 – 250 a year
    - iv. w/e –waste probs. At De Anza – their program is great
    - v. This is equip that they thought there was not use for these computers
    - vi. Refurbisher summit in Toronto - reuse vs. recycle
  - g. Ralph & Julie - Web site work
3. President develops roles and procedures to implement the SMP
- a. Sustainability coordinator/consultant discussion
    - i. Expenses to balance our budget
    - ii. Students apply for grants for consultant
    - iii. Augment w/ Joe Cooke, grounds consultant
    - iv. Saving E – cost avoidance
    - v. Facilities – use of bldgs



- vi. Effect. Efficient bldgs
- vii. 7.7 mill spending/year
- viii. \$23K
- ix. Experience with ComText – paid positions worked
- x. Campus based
- xi. SCVWD – audits our water use. Makes recommendations on water use
- xii. Landscaping – dealing with a lot of water consumption
- xiii. Look at what to do
- xiv. Consultant – oversee students, getting reports to reference easily, person centralizes and looks at how we change, baseline data
- xv. Hire someone to work with key people – Energy, water – students work with this person
- xvi. Great things being done. Need to improve.
- xvii. Commissioning is important – periodic commissioning
- xxviii. Benefit in services available for free – SCVWD, PEC
- xix. We need plan, focus
- xx. Stars tracking and rating system
- xxi. Plan, goals, coherent
- xxii. ID stages
- xxiii. Use STAR system to do this for six areas, then make decisions based on baseline data
- xxiv. Oct. 1, come up with a baseline report
- xxv. Have a scope – narrow – get a time
- xxvi. Start the measuring
- xxvii. Criteria background of what students looking for
- xxviii. Students would report to Joe
- xxix. Needs baseline organization chart
- xxx. What person power does Joe need to get STARS done
- xxxi. Need students for X amount of time
- b. Joe Cooke
  - i. STARS – approach to measuring, etc. – see AASHE Web site for more info
  - ii. Think about our 6 areas
  - iii. What’s needed to measure in the six categories
  - iv. Where find info?
  - v. How do we want to measure?
  - vi. Come up with a plan – just on gathering
  - vii. Donna, Jeanine can help
  - viii. Use community and civic engagement
  - ix. Org. chart to ID who to talk with
  - x. Clearly defined
  - xi. Aug. 1 – will have a plan for how to bring on students
  - xii. How is STARS rated? - Similar to LEED pt system (within all of the categories)
  - xiii. Process of how we pay students (report w/ Frank Nunez)
  - xiv. Students report to Joe



- xv. Timeline of when
- xvi. Oct 1<sup>st</sup> – 1<sup>st</sup> student report
- 4. Develop detailed written processes/procedures to implement
- 5. Communication Plan
  - a. Workshop on opening day – district
  - b. Do three sessions to get the broadest representation
  - c. Talk with Jon O. and Dr. Kanter to share points to cover in her talk
  - d. Quantify what has been done
  - e. Cooperation between different individuals and departments
  - f. Ten minutes – what college has done, what you can contribute at work, what you can contribute at home
  - g. Have giveaways – note in description
  - h. Lobby in Flint Center – props, displays for people to see
  - i. Accomplishments – what has been done, then action
  - j. College Sustainability on De Anza opening day – Marisa will discuss with Brian, talk about moving forward, use some displays here, too.
  - k. Student Event in Fall
    - i. Use modes that have been successful in the past – i.e. No Smoking, did a lot via email
    - ii. G.E. – sustainability requirement – core competencies mandates, connect with curriculum committee
    - iii. Counseling 100 packet – have our GE promote internship packet, can film this to show in classes
    - iv. Opportunity – lack of visible sustainability efforts when you see campus, add signage in classrooms