Meeting Notes
Notes Submitted: Monday, February 7, 2011

Attendees:
Cherie Barth (CB) – Coordinator, Student Activities/Admissions Office
Wendy Ford (WF) – Teaching & Learning, Dean
Jonathan Mitchell (JM) - Associate Professor of Accounting and Finance Technology
Stefanie Smith (SSS) – Sustainability Coordinator
Vern Sproat (VS) – Assistant Professor of Engineering Technology
Lacey Webber (LW) – Project Coordinator, Facilities & Maintenance
Maureen Wise (MW) – Huff Run Watershed Coordinator

Unavailable:
Lindsay Crow (LC) – Arts & Sciences, Adjunct Instructor – Science
Martina Grier (MG) - Arts & Sciences, Instructor – Social Sciences
Courtney Kintz (CK) – Student, General Studies, PTK
Sara Klink (SK) – Assistant Director, Campus Library
Mary Beth Messner (MBM) – Instructional Designer
Janet Miller (JM) - Administrative Assistant, IT & Engineering Technology
Rebecca Priest (RP) - Academic Affairs, Sr. Director of Emerging Technologies
Robin Snedden (RS) – Help Desk Manager
Steve Spradling (SS) – Director of Physical Plant and Construction
Geoff Starnes (GS) - Network Systems and Security Coordinator
Scott Williams (SW) - Engineering Technologies, Instructor/Coordinator

The meeting notes reflect a general description of items discussed during the meeting and actions assigned to specific individuals. Tasks are highlighted in red writing. If you have additions or find incorrect information, please send your revisions to Stefanie for redistribution.

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<tr>
<th>Item</th>
<th>Description</th>
<th>Who?</th>
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<tbody>
<tr>
<td>1</td>
<td>Introduction of New Member</td>
<td>INFO</td>
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<td>Maureen Wise – Huff Run Watershed Coordinator</td>
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<td>2</td>
<td>Committee Updates</td>
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<td></td>
<td>The updates are provided to keep the task force informed so they can guide, comment and advise as needed. Detailed notes for each committee are regularly posted on the digital library. <a href="http://libguides.starkstate.edu/green">http://libguides.starkstate.edu/green</a></td>
<td>LW, SSS</td>
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<td>Outreach Committee</td>
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<td>o Recycling Awareness Month is underway and will run Feb. 7 -22.</td>
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<td>o Task force wanted to make sure all areas without recycling coordinators will be monitored. Stefanie will follow up with Lindsay. <strong>(SSS)</strong></td>
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<td>o Task force discussed some of the hiccups encountered during PR for recycling month events such as division and building nomenclature. Lacey has already compiled some of this information and will forward it to Stefanie for future reference. <strong>(LW, SSS)</strong></td>
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<td>o <em>Please send bottle caps to Lindsay for pledging!</em></td>
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<td>o Earth Week</td>
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<td>o Planning will begin soon. If you have ideas, comments or suggestions please pass them on to Lindsay Crow.</td>
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<td>o Spring Fling – May 5 th : The Outreach Committee will collaborate with the Interclub</td>
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Council (ICC), Global Diversity Task Force and Environmental Club to support this event.

- **Waste Management Committee**
  - Recycling Updates
    - **Office Areas:** Overall is going well. A small number of faculty and staff have refused to place the green bins under their desks. Stefanie and Val will continue to monitor. Stefanie will address this if needed.
    - **Public Areas:** Overall is going well – including the pilot paper recycling bins in the Atrium.
    - **Exterior Expansion:** Only two bins are outside – one by the main entrance at the Student Services building and one between the Student Services and “G” building and adjacent to the courtyard. The bins are being used. Facilities would like to expand the program and will submit a proposal at the next WM meeting.

- **Curriculum Committee**
  - **Faculty Retreat – Breakout session** will be offered by committee members. Session will be conducted in a conversation/discussion format.
  - **Course Inventory for STARS compliance** to begin in March.
  - **Sustainability Curriculum Integration Workshop** to be offered this summer. Planning is underway.
  - **Course integration – Wendy** suggested the committee work with the Entrepreneurial Center’s speaker series to highlight successful regional business start ups that also address sustainability. She also mentioned that sustainability does fall clearly under the “global awareness” learning outcome.

- **Dining Services Committee**
  - **Reusable Mug Discount** coming as a PILOT program in February.
  - **Current sustainable actions** that will need to be documented for STARS:
    - Vegetarian options are available and may be expanded in the future. True, diverse vegan options may not be possible due to the cafeteria and kitchen space constraints.
    - Food donations – surplus food is donated to the Food Bank.
    - Local foods are purchased when feasible especially local produce and bakery goods. May be expanded in the future.
  - **In the works:**
    - Nutritional information & sustainable food brochures
    - Research and benchmarking – UofA and online

- **Green Buildings – Stark State has 5 LEED buildings underway!** That is quite impressive for a college of our size in Canton, Ohio. Way to go!
  - **Corporate Services and Continuing Education Facility** located in old Hoover buildings in N. Canton. Construction is complete, LEED documentation to be submitted soon.
  - **Alternative Energy Building** – expansion adjacent to Rolls Royce facility
  - **Wind Energy Building** – in collaboration with Timken at intersection of Frank and Shuffle
  - **Business & Entrepreneur Center**
  - **North Academic Building**

### 3 Zimride Carpooling Program
Parking at Stark State can be very challenging – especially as each term gets underway. Approximate costs for creating additional parking spaces:

- **Surface spaces** – $1,700 to $2,000 per space – and loss of green space!
- **Parking deck spaces** - $17,000 per space – conserves green space, but $$$!

Stefanie asked if a carpooling program might be considered to alleviate the problem. Zimride provides a program that matches drivers with riders through facebook for a cost of $9,000/year. The costs could potentially be shared with KSU Stark. You can find details and a program demo at: [http://www.zimride.com/rideshare/video](http://www.zimride.com/rideshare/video). Task force comments:

- Could incentives be provided for individuals who use this program? (SSS)
- Students could be polled on facebook to gauge interest. (SSS)
- Have any other Ohio institutions tried out this program or something similar? Stefanie will check. (SSS)
- On a side note, the task force discussed whether or not ADA spaces are being used appropriately. This issue is outside of the task force’s responsibility, but a note can be sent to Steve and/or Tom. (SSS)

### 4 Herbert W. Hoover Grant – Community Sustainability Partnership
Stefanie provided an overview of the proposal which received funding in December, 2010. For more information, please look on the digital library under the “Sustainability Task Force” tab for the “Herbert W.
Hoover Foundation” tab. An abbreviated version of the original proposal has been posted.

### 5

**STARS – Sustainability Tracking, Assessment Rating System**

As Stark State accepted the grant, we must be able to show progress. We need to measure and document not only our current status, but also how we intend to move forward. The STARS rating system provides a great roadmap and place to start. While the program was created for use by any higher education institution, it will be up to the task force to recommend actions and priorities.

- Stefanie provided a brief overview of the program. The PowerPoint introduction is available in pdf format on the digital library under the “Sustainability Task Force” tab, “STARS” tab. You may also go to [https://stars.aashe.org/](https://stars.aashe.org/) for more information.
- The next task force meeting will focus on understanding the STARS credits and prioritizing tasks to focus on Stark State.
- Stefanie completed an initial credit count and projects that Stark State would be able to achieve a “Bronze” status.

### 6

**Upcoming Sustainability Task Force Meeting**

Date: Thursday, March 3rd, 2011  
Time: 2:00 - 3:00 pm
Location: C100a unless noted otherwise

*Meeting notes prepared by Stefanie Smith, AIA, LEED AP*