

Campus Sustainability Committee

August 15, 2010

The Campus Sustainability Committee was formed in October, 2008, with the following members and charge:

David Frassinelli, Assistant Vice President & Director of Facilities Management (chair)
Thomas Curran, Director of Campus Planning & Design
Joseph Bouchard, Director of Environmental Health & Safety and Fire Marshall
Jim Fitzpatrick, Assistant Vice President for Student Affairs
Jason Downer, Associate Director of Residence Life
Prof. David Downie, Director of the Program on the Environment
Prof. Jen Klug, Biology
Prof. Jim Biardi, Biology
Prof. Dina Franceschi, Economics
Alex Roem, student
Zach Gross, student
Meg McCaffrey, Media/Public Relations

The appointment letter outlined the following role/charge for the committee: "...a standing administrative committee charged with coordination and oversight of our campus sustainability initiatives. The coordinating committee...will facilitate continued progress by establishing priorities among the various sustainability projects, proposals, and initiatives, and facilitating effective communication across campus about these efforts and their impact."

Since the committee began meeting in 2008 and in consideration of the recent conversations that have taken place around major campus development projects, it is desirable and prudent to define more clearly the role of the Campus Sustainability Committee.

Revised Role/Charge:

The Campus Sustainability Committee is charged with helping set the University's goals and evaluating its progress with regards to sustainability, which includes but is not limited to meeting the needs of the present with consideration of the impact of our actions on the future. The committee's membership includes staff, faculty, and students. The committee's role is three-fold:

1. As an advisory group, the committee provides input into the University's decisions in matters related to the environment and sustainability, including but not limited to campus construction and development projects and campus conservation efforts. The CSC recommends specific policies which support the University's sustainability goals and evaluates adherence to them. These policies will be collected into an overarching Campus Sustainability plan and will include areas of campus designated as preserved space. The CSC will be involved in all phases of projects or policies that relate to or impact the environment and sustainability. For example, a construction project should be brought to the group for discussion in the initial planning phases before plans are drawn up. The committee should revisit those plans before they leave campus for permitting, bidding and bonding and as changes occur during implementation.
2. As a facilitating and coordinating group, the committee serves as a clearinghouse for the myriad sustainability activities and initiatives occurring across campus and helps to establish priorities among them. Examples may include assisting the Department of Facilities Management in determining which of several potential projects or initiatives to focus on, providing input to student organizations and other groups planning events or activities in order to maximize attention to and participation in them, or supporting academic or co-curricular programs such as the Environmental Residential College. This function animates Goal II of the

President's Strategic Plan that focuses on the integration of living and learning through collaboration across divisions with explicit attention to academic learning to educate the whole person.

3. As a communications group, the committee enables various constituencies on campus to be aware of and informed about programs and activities related to sustainability and disseminates this information to the campus community broadly and to external groups as appropriate or required.

Organization and operations:

Committee members and the chair of the committee are officially appointed by the Vice President for Administration & Student Affairs, on behalf of the President, based on the election or nomination of faculty and student representatives and the ex officio roles of staff representatives. The committee membership is set at 12 members: 4 faculty representatives, 2 students, and 6 staff. The agenda will be set by an executive committee made up of a representative from the staff, faculty and student membership. The chair of the CSC represents the staff and chairs the executive committee. The faculty and students members of the CSC elect their respective representatives. The faculty representative to the Executive committee will serve as the Secretary of the CSC and is responsible for taking minutes at all meetings.

- Staff members of the committee will generally be appointed based on their position or role at the University.
- Student members shall be nominated by the FUSA President in accordance with FUSA's established procedures. FUSA will be encouraged to nominate at least one student representative who holds a significant leadership role in the active environmental student organization or is otherwise engaged in sustainability activities. Student members shall served for one year, with the opportunity for re-nomination and appointment.
- The Director of the Program on the Environment serves as one of the faculty representatives. The other three faculty members shall be elected by the General Faculty in accordance with that group's procedures. Faculty members shall serve for more than one year in staggered terms to ensure the continuity of faculty representation on the committee.

Committee members are expected to contribute their time and expertise to committee meetings and to the products or deliverables for which the committee is responsible.

The committee will meet the third Wednesday of each month from 8:30 – 10:00 a.m. during the academic year and summer months as the committee determines appropriate. The committee may meet more often as may be needed or appropriate. The committee will produce minutes of its meetings and post them on the University's website. In addition, copies of the minutes will be sent to the Academic Council, FUSA, all Vice Presidents, and the President of the University. The work of the committee is intended to be open, transparent, and accessible to any interested member of the University community. However, there may be on occasion information shared with the committee that is of a confidential nature or inappropriate to be shared until a particular time in the future. In those instances, such information would not be posted in posted minutes. The committee will produce and disseminate an annual report of its activities that will include an assessment of the effectiveness of the work of the committee. The committee should undergo a self-evaluation every three years to evaluate whether its activities have met the stated goals. Results of this self-evaluation may lead to changes in the operation and/or membership of the committee. Any changes should be approved by the committee.