**C**ampus   
**E**nvironmental   
**S**ustainability   
**T**eam

**Minutes**January 18, 2:00 – 3:00 pm124 Administrative Building III

**Attendance**

Jack Colby, Jeff Hightower, Bill Davis, Claudia Powell, Paul McConocha, David Dean, Sarah Ketchem, Tracy Dixon, Lindsay Batchelor, Liz Bowen, Walt Robinson, Erin Champion, Wade Fulghum, Barry Olson, Mike Harwood, Brian Jones, Lisa Maune, Robert Davis, Jaclyn Mills

**Welcome**  – Jack Colby

**SuSTATEable *-* Topic: PackLink**, a pilot for matching campus sustainability project needs with resources – Lindsay Batchelor and Liz Bowen, University Sustainability Office

* PackLink is the beta program with the purpose of connecting people and sustainability projects in an accessible, trackable, organized way.
* Located on sustainability.ncsu.edu under get involved or go.ncsu.edu/packlink
* Post project, ask for needs, state what assistance needed
* Pilot project with Environmental Sciences Academic Program external learning experience
* Role for CEST to input projects. This could be to help complete Sustainability Strategic Plan tactics
* Discussed process (form, connect, etc)
* As program grows the interface and overall program will be more sophisticated. The version right now is beta.
* Will be engaging CEST and others to populate projects
* Training/info session for other campus groups
* Can edit post at any time

Question: What about projects beyond campus

Answer: Yes, can be included

Question: How best reach out to faculty?

Answer: The pilot phase mainly targets the Environmental Sciences Academic Program to make sure the system works as designed. As part of the pilot discussions about marketing and getting the word out will happen.

Question: Should there be standard descriptors for consistency?

Answers: There are some descriptions. The entry has to select a category which presently aligns with the CEST categories. Entries can also select category within Environmental Science Academic Program.

Question: Can a student enter in that he/she wants to enter information?

Answers: Yes, hoping that opportunities coming from a number of angle

Thought: Discourage having people looking to volunteer because might be confusing for those trying to find an existing opportunity. Need to think through this.

Questions: Have there been discussions about linking to the Career Center?

Answers: Talking with Career Center about how to best promote green jobs and how to tag jobs as green in Epac system. There is some overlap but this has more opportunities beyond just internships and jobs.

Encourage CEST to think about how to utilize tool for CEST tactics

**Earthwise Awards update** – Walt Robinson, Earthwise co-chair

* Had first meeting
* Jennifer Bell and Walt Robinson agreed to co chair
* Goals: make more visible for recipient and get broader participation from campus community
* Decisions made: name change to GreenBrick (better representation of NC State), given an award that is an engraved green brick, broaden criteria so that it does not restrict sustainability activity to on campus, of awards will include cash and possibly other options of interest to faculty.
* This year will continue with the modifications above. There will be longer term plans for the awards.
* Possible venues include a CEST meeting or Engaged University Event
* Consideration for how to use PackLink as a marketing tool for GreenBrick

Question: Can the awards be presented at a campus event instead of a CEST meeting to make the awards more visible?

Answer: The desire is to couple the awards with a more visible, existing campus program, with larger marketing. Exploring the Engaged University Event. Various formats have been attempted in years past and the planners have struggled to find the right fit. The default is a CEST meeting but is not the plan for future years.

**Tactical plan and implementation updates** – Working Group chairs

Reminder: Metric due on Feb. 27

Tracy Dixon (Culture) – Earthwise Awards and PackLink updates already. Waiting on one additional faculty and one additional student representative before calling the kickoff sustainability fee meeting. The Sustainability Office and Student Government are exploring the value of a sustainability fee to be implemented in 2013/14 academic year. Assessing student interest is as larger part of the plan. NC State will report to the Association for the Advancement of Sustainability in Higher Education (AASHE) Sustainability Tracking, Assessment, and Reporting System (STARS) by March.

Question: Is this the right time for a fee? Are we overloading students with fees? Can a student opt out of the fee if they do a certain sustainable action such as forgo a parking permit?

Answer: Currently, we are only assessing interest and support for a fee. We are working closely with Student Government and the fee will not go forward without student support. Other campuses have fees and compared to those fees as well as current NC State fees, this fee would be minimal. The fee would only be used on projects that directly benefit the students. Like the idea of an opt out and that concept has not been explored.

Sarah Ketchem (Waste Reduction and Purchasing)– introduced Jaclyn Mills, student helping with tactics. Scheduled meetings for next 6 months. Good student turn out at last meeting. Will be finalizing metrics in early February meeting.

Paul McConcha (Energy and Water) – introduced Claudia Powell, new energy program coordinator. Looking to schedule meetings. Energy Management has several metrics in place that will be used.

Lisa Maune (Buildings) – met in December and fine tuned tactics to make applicable to staffing. Developing metrics at early February meeting. Also going to start looking at year 2 tactics. Trying to get intern help.

Absent (Transportation) – no update

Chair unable to attend (Land Use) – no update

Chair on travel (Academics and Research) – no update

**Status Updates**

Advertising for first in house energy performance contract to document financial viability.

Walt Robinson and Jennifer Bell have enthusiastically agreed to co-chair the revamp of the Earthwise Awards

The Sustainability Office and Student Government are starting discussions about the possibility of having a student sustainability fee in place for the 2013/14 academic year

By March, NC State will submit sustainability data to the AASHE Sustainability Tracking, Assessment, and Rating System (STARS) as the main avenue for publically reporting sustainability data

The sustainability policy group is almost formed – we are waiting on additional faculty and student representation before setting the kickoff meeting

Over winter break 2 combustion turbines and 2 heat recovery steam generators were crane lifted into the Cates plant for the combined heat and power project.

**Group photo for CEST web site**