



Sustainability Committee Minutes

2015-2016:2 Thursday, October 29th, 2015, 12:00 – 2:00PM, BSC, 1st Floor,
Senate Chambers Conference Room

I. Preliminaries

- A) Call to Order at 12:03pm
- B) Quorum Check

Voting Members:

- Elliott Popel, ASI Secretary of Sustainability, Chair
- Julian Herrera, President
- Brandon Whalen, ENV Senator
- Michael Sandoval, ASI CEIS Senator
- Brenda Calderon, ASI BEAT Chair
- Yesenia Pereyra, Student-at-Large **Excused Tardy**
- Peter McGuire, Student-at-Large

Advisors:

- Barnaby Peake, Director of the Bronco Student Center **Excused Absence**
- Monika Kamboures, University Sustainability Coordinator

- C) Approval of Minutes
 - 1) Minutes from April 24, 2015 were approved as written by Elliott, as chair
 - 2) Minutes from October 15, 2015 were approved as written by Elliott, as chair
- D) Introduction of Guests
 - 1) Aaron Neilson, Foundation, Director
 - 2) Laura Hasbn, Student for Quality Education, Student Leader
 - 3) Krista Smith, ASI Campus Recreation, Director
 - 4) Theary Monh, CSSA, ASI Sustainability Officer
- E) Open Forum
 - 1) Brandon Whalen announced today at the Senate Meeting he will be presenting a resolution in a support of transportation for alternative modes of transportation and invited everybody to the October 29, 2015 ASI Senate Meeting from 3:00-5:00pm in England Evans

II. Action Item

- A) There were no action items

III. Discussion Item

- A) Sustainability Assessment Guideline
 - 1) Elliott presented a power-point presentation where he reviewed the Sustainability Assessment Guideline
 - (a) In the presentation he explained the current documents they have which are the Sustainability Committee Code which addresses TGIF, and the Reserve Policy
 - (b) He addressed that the Sustainability Committee Code discusses “who we are”, the Reserve Policy tell us “why we are doing what we are doing” but there is not a document that discusses the “what” and the “how”
 - i. “What funding requests would be qualified for TGIF”
 - ii. “How much money should we release to those projects”
 - (c) Elliott explained that the Sustainability Assessment Guideline would address the two questions of the “what” and the “how”, unlike a code a guideline can be kept within the committee its authoritative because the committee will follow the guideline but it is flexible for future committees

- (d) He defined what a project is and shared examples of sustainable projects from UC Berkley that improved the infrastructure of the college
- 2) Defining “Projects” and “Programming” for TGIF
 - (a) Elliott asked for discussion to place to help define projects and what types of projects they would like to see at Cal Poly Pomona to help write the guidelines
 - i. Discussion took place on whether the committee would build on existing capital structure that is already on campus or will the committee invest in new and innovative projects that are not already on campus – the chair shared that the committee can do both build on existing projects and create new projects
 - ii. Brandon shared that for the programming section clubs could use it for education, awareness, and encourage the University through activism and for projects it would be something that the committee would take on
 - iii. Peter suggested that it be considered defining the scale of the project such as “low level of construction” and a “high level of construction” using a type of categorization in order to understand the project
 - iv. Theary shared that in regards to maintenance it should be included in their application maintenance fees should be addressed before construction in order to allocate a budget for it not after the project has been completed
 - (b) Elliott discussed “Programming and Events” which are long-term and infrastructure related, and ideally inform students about sustainability specifically he wants them to target:
 - i. Diverse group of students
 - ii. Include very hands on activities to incorporate the polytechnic mentality
 - iii. Be supportive to new comers who do not know about Sustainability
 - iv. Address real world issues that are local to everybody as oppose to global issues that are not easily accessible
 - (c) Discussion took place on what the guideline should state about “Programming and Events”
 - i. Brandon shared that including polytechnic and being hands on should be stated in the guideline as well as community and how sustainability is a global issue and not go as far as how for example it affects Africa but how does it affect Pomona and our surrounding areas such as Walnut, Diamond Bar, etc. and create some type of network
 - ii. Julian added that what Brandon suggested earlier about education, awareness, and encourage the University through activism should be included in the guideline
 - iii. Brandon asked if the committee would draft this document – Elliott shared he would draft the guidelines and the committee gave input on how they could all help in drafting these guidelines
 - iv. Discussion took place in regards to determining a target audience
 - v. Elliott established a sub-committee to draft a guideline the members will include:
 - a. Brandon Whalen
 - b. Peter McGuire
 - c. Elliott Popel
- 3) Determining allocation for Projects and Programming – Amount and method of distribution
 - (a) Elliott continued his power-point presentation and briefly explained TGIF

- i. He suggested the way he would like to re-organize the TGIF budget:
 - a. \$30,000 held in reserve by the Senate should be held for projects
 - b. \$30,000 additional for projects which should be the first amount used before the reserve
 - c. \$40,000 for Programming and Events
 - ii. Discussion took place in regards to the TGIF budget
 - a. Julian made the committee aware that the way funding is allocated for Sustainability is when a project is deemed acceptable by the committee it is take to the Finance Committee that will take two meetings if the request is above \$2,500 then it will have to go through Finance and Senate and Julian shared with everyone that they are in the process of reducing this process
 - b. Krista shared that because of the required timeline that must take place in order for a budget to be approved that clubs should be made aware of how long this timeline is
- B) Sustainability Events for 2016
- 1) Winter Quarter
 - (a) Open Forum, presented by Brenda Calderon
 - i. Brenda shared Open Forum will take place January 7, 2015 in Ursa Minor and suggested that it could be set at a later date if need be
 - ii. Brenda explained that the Open Forum is for students to come discuss what they would like to see as far as Sustainability on campus, they are also interested in having speakers and suggested if anybody knows of any speakers to let Elliott or her know and possibly having a speaker that works on campus
 - iii. Krista shared that possibly they could have Dr. Kyle Brown as he received an award for his work related to the Sustainability task force
 - iv. Discussion took place on how the forum can be organized and the topics that can be discussed at the forum
 - v. Brandon moved to have Dr. Kyle Brown as a speaker at the Open Forum. Michael seconded. Discussion took place:
 - a. Brandon read off of the website what Dr. Kyle Brown's role is on campus
 - b. Peter shared that if they choose Dr. Kyle Brown they might close themselves off from other speakers
 - c. Brenda made a comment that they could vote on this depending on Dr. Kyle Brown's availability
 - d. Krista suggested a sub-committee be made to plan this event
 - e. Vote, 3:2:1, motion passes.
 - vi. Brenda moved to have a sub-committee to plan the Open Forum. Julian seconded. Discussion took place:
 - a. Julian shared how the committee should be established
 - b. Vote, 6:0:0, motion passes.
 - c. Brenda, Michael, and Elliott will be on the sub-committee planning the Open Forum
 - vii. Elliott, moved to table the discussion on Earth Week for the next meeting. Brandon seconded. Vote, 6:0:0, motion passes.
 - (b) Bike Week, presented by Barnaby Peake
 - i. Barnaby Peake was excused from the meeting Elliott shared Barnaby's presentation
 - ii. Elliott briefly shared the history of Bike Week

- iii. Elliott shared he would like to include alternative forms of transportation such as skateboarding, electric cars, and invite Toyota to share their new electrical vehicle
 - iv. Discussion took place on who plans Bike Week and it was shared that ASI usually partners with cycling clubs, and other bike focused groups on campus
 - v. Discussion of the time frame of when Bike Week would occur took place and possibly inviting the cycling coalition to the next meeting – Laura shared The Green Team represents the cycling coalition right now therefore they could be invited
- 2) Earth Week – Spring Quarter
- (a) Recycled Fashion Show, presented by Brenda Calderon
 - (b) Green Career Day

IV. Information Item

- A) Aaron Neilson, Dining Services Director
- 1) Aaron Neilson presented information on Dining Services to inform the committee on what they are currently doing
- (a) Aaron discussed the Real Food Challenge and is asking for help to implement the Real Food Challenge tool
 - (b) He gave a brief history on the Real Food Challenge and what it should accomplish
 - (c) He also showed everybody the Real Food Challenge website
["www.realfoodchallenge.org"](http://www.realfoodchallenge.org)
 - (d) Aaron came to the committee to ask for wisdom, guidance, and help to establish a group of students to assist him with imputing purchases into a tool to begin the measurement process, when the measurement process is done there is tool on the website that suggests what is better for the environment or people
- 2) Question and answer session took place:
- (a) Julian asked about how many students would Aaron need – Aaron said about 4 to 5 students would work
 - (b) Elliott asked if they are looking for students who are going to be here for a couple of more years – Aaron said they could get the tool filled out this year
 - (c) Julian asked Aaron what specifically would the students be doing – He replied by saying that student would be taking purchasing invoices going into their tool they would have a real food calculator take those invoices and enter the appropriate information
 - (d) Elliott asked if students could consider this as an internship and possibly count as credits towards a college – Aaron said it is possible he had not considered it
 - (e) Elliott suggested they could do some type of advertising and asked if students need a certain type of background – Aaron said no type of background is needed
 - (f) Krista shared that if Aaron goes the internship route that more things be incorporated into the assignment so that student get a well-rounded experience
- 3) Elliott suggested that he will share this information with the ASI Senators

V. Adjournment

- A) Meeting was adjourned at 1:44pm
- B) Next Meeting: November 12 ,2015, 12:00-2:00PM, BSC, 1st Floor, Senate Chambers Conference Room