MEETING MINUTES  
Campus Conservation Committee  
November 17, 2014  
BMU 304, 2:00 to 3:00 pm

PRESENT: Dale Wymore (Business Services), Meagan Dallas (SCOOP Co-director), Duane McCune (Procurement), Michael McNairn (Procurement), Elizabeth Ritter (CCC Assistant), Durbin Sayers (FMS), Gloria Torbeck (Housing), Courtney Silver (AS Sustainability Affairs)

NOT PRESENT: Fletcher Alexander (Sustainable Development), Heather Long (Property Management), Richard Perrelli (Environmental Health & Safety), Melissa Taylor (Accounting Operations), Jesus Torres (AS Recycling)

Approved Minutes 10-20-14

1. Business
   a. Introduction of new committee members; Courtney Silver of AS Sustainability Affairs.
   b. Committee discussed Spring 2015 meeting dates; 1/26, 2/16, 3/23, 4/20, and 5/18
   c. 2012-2013 Recommendations
      i. Trash and Recycling bin plan
         1. Standardize collection bins
            a. Dale presented proposal for funding of 3in1 bins in applicable lobbies throughout campus.
            b. Committee reviewed and approved proposal for submission.
      ii. Paper Towel Composting
         1. Durbin updated committee on Trinity & Kendall Hall pilot program to include; Janitorial and AS Recycling collaboration, and program metrics.
         2. Gloria updated committee on Housing paper towel composting
            a. Need for supervision
            b. Will discuss with Jesus and Fletcher
      iii. Education
         1. Meagan informed committee of SCOOP assessments for Fall 2014.
   iv. Develop Environmentally Preferred Purchasing (EPP) campus guidelines.
      1. Committee discussed ESM purchasing system vendor.
         a. Opportunity to showcase EPP vendor products.
   d. Committee Recommendation Review, Revisions and New Recommendations
      i. Trash and Recycling bin plan
         1. Establishing a 1:1 ratio of outdoor bins throughout campus.
            a. Request list of building completed from AS Recycling – Jesus
      ii. Education
1. CCC partner with SCOOP as a point of access for wider department assessment throughout university
   
   iii. Recycling in classrooms and hallways.
       1. Research and compare how other Universities provide recycling in classrooms
       iv. Assess per department; which documents can benefit from Adobe Acrobat on-line signature program.

2. Next Meeting – December 15, 2014 at 2:00 pm, BMU Room 304.