

iCAP Working Group

April 2, 2015

1:30 pm

Rob Fritz, Morgan Johnston, Ben McCall, Lowa Mwilambwe, Drew O'Bryan

1. Timeline for iCAP Revisions

Ben sent version 4.2 of the iCAP out to the Working Group with homework assignments for committee members highlighted in bold. Let's conclude our homework by April 16 and schedule a meeting for April 23. Please don't ignore other comments or homework assignments, if you have a concern or insight, share it now.

2. Review of recommendation Trans001

The Transportation SWATeam recommends that the Travel Expense Management (TEM) System require more detail in reporting the purpose of travel to help determine if some trips can be avoided through other means of interaction. In addition, the Transportation SWATeam recommends that TEM collect source of funding for travel. Further, they recommended that the Division of Management Information (DMI) collect this data and share it on their website for public use.

The committee discussed the recommendation, and wish to include the collection of mileage data. They suggest that the Transportation SWATeam should work with proper staff at OBFS to include these data points in TEM. The iCAP Working Group drafted a recommendation to be forwarded to OBFS and DMI.

3. Review of recommendation Trans002

The Transportation SWATeam recommends that the Parking Department organize a survey to gauge interest in alternative parking programs.

Generally, the committee liked the idea of a survey and getting the Parking Department more engaged. The committee also noted that alternative parking options can get complicated and may increase overhead costs. How does the survey tie in with the Parking Master Plan they are already working on? The SWATeam should be engaged with Parking on developing the survey. The iCAP Working Group drafted a recommendation to be forwarded to the Parking Department.

4. Review of recommendation Trans003

The Transportation SWATeam recommends that campus hire a full-time Sustainable Transportation Coordinator. This position will ensure the success of all transportation related recommendations and iCAP objectives.

There was some discussion regarding the title, but generally the committee supports this recommendation. The iCAP Working Group drafted a recommendation to be forwarded to Facilities & Services.

5. Review of recommendation Trans004

The Transportation SWATeam recommends a study of the Campus Fleet. The study will include a general analysis and recommendations to propose various plans to reduce ghg emissions from the Campus Fleet and convert to renewable fuels.

The iWG is in favor of such a study and will encourage the study team to include faculty, staff, and students. The iWG drafted a recommendation to be forwarded to Transportation & Automotive Services.

6. Review of recommendation PWR002

The Purchasing, Waste, and Recycling SWATeam recommends standardized signage on all campus landfill and recycling bins. Currently, there are many different signs on bins, and makes it a bit confusing for some people.

The iWG is in favor of this recommendation, but recognizes that not all bins are controlled by Facilities & Services. What other units need to receive this recommendation? The iWG drafted a recommendation to be forwarded to appropriate units.

7. Review of recommendation PWR003

The Purchasing, Waste, and Recycling SWATeam recommends adding adequate recycling bins. Campus needs a dual bin system wherever possible.

The iWG is supportive of this and drafted a recommendation to be forwarded to appropriate units.

8. Review of recommendation PWR001

The Purchasing, Waste, and Recycling SWATeam recommends that campus hire a full-time Zero Waste Coordinator. There has been a lot of movement in regard to recycling in the last few years, but not much progress on the procurement side.

The iWG is supportive of hiring a Zero-Waste Coordinator, but would like to see a sustainability coordinator/liaison at OBFS or UA as well. The iWG decided to divide this recommendation into two separate recommendations. One to Facilities & Services to establish a position, and one to OBFS for a purchasing position. We will ask the Purchasing, Waste, and Recycling SWATeam for help in developing the recommendation to OBFS.

Adjournment 3:00 pm.