**Engagement Sustainability Working Advisory Team**

Date: August 19, 2021

Location: Zoom

Time: 4-5 pm

*Attendees: Ann Witmer (co-chair), Alexa Smith (clerk), Meredith Moore (Sustainability Programs Coordinator), Ximing Cai (iWG), Sammy Yoo (staff), Jie Hu (faculty), Hiba Ahmed (student), Dave Guth (staff)*

Agenda:

1. Recommendation 1: Increase iCAP visibility by embedding a link to sustainability initiatives on the Illinois Homepage (likely we will start this initiative by utilizing a single department as a pilot to encourage a similar framework on the Illinois website)
   1. Reach out to Web Services regarding how we can integrate iCAP Portal onto the homepage/ what motivates website managers to include something on the home page (Ann)
   2. Which department could be beneficial for piloting the "sustainability section" on their website
      1. [http://illinois.edu](http://illinois.edu/)
      2. [https://isss.illinois.edu](https://isss.illinois.edu/)
      3. [https://grainger.illinois.edu](https://grainger.illinois.edu/)
      4. [https://giesbusiness.illinois.edu](https://giesbusiness.illinois.edu/)
      5. [https://faa.illinois.edu](https://faa.illinois.edu/)
      6. [https://aces.illinois.edu](https://aces.illinois.edu/)
      7. [https://las.illinois.edu](https://las.illinois.edu/)
2. Recommendation 2: Create consistent and clear signage for blue-bin recycling--particularly in office spaces and dorm rooms (where there are no three receptacle bins or proper signage)
   1. <https://uofi.box.com/s/ae31s3zfhnik6x84uc7dwz1i7eaj4vrj>
   2. Which group of recycling bins we should prioritize for the signage recommendation (i.e. office or dorm rooms)?

Meeting Notes:

* ICAP Portal Visibility Recommendation
  + Illinois Homepage
    - Ann’s conversation with WebMaster:
      * WebMaster seemed to be very enthusiastic about this opportunity, and the team is currently in the process of beginning to restructure the page to be more inclusive
    - Quantitative Section: Sustainability Dashboard
      * Monthly updates would be most realistic (I.e. one day each month sustainability metrics would appear on homepage)
      * Interactive component would be preferred, but may not be feasible
      * Which metrics should we track
        + Energy use: Solar energy generation?
        + Waste diversion:
        + Land & Water use: Stormwater recycling?
        + Resilience:
        + Education:
        + Transportation: Bicycle Use?
        + Engagement: SSLC?
        + REACH OUT TO TEAMS FOR SPECIFIC DATA
    - Qualitative Section: Sustainability Stories
      * The website’s sustainability section could also highlight new or important iCAP recommendations/stories/research highlights
  + Sustainability Section of Department/College Websites
    - Piloting 2-3 colleges for sustainability section should be separate recommendations
      * I.e. Gies, Engineering
    - Jie will propose this initiative to Landscape Architecture Department
    - Illini Union is already planning to have a sustainability section of new website including metrics and progress for iCAP goals
* Recycling Signage Recommendation
  + Main Question: Is this a labeling system or a reminder for recycling in general? What is the purpose of this signage?
    - Wait to see where F&S lands
  + Update: F&S is currently working on an initiative to get 10,000 pledges on Use the Bin challenge (pledge to hold onto waste until you find the proper bin)
  + Potential ideas:
    - Instruct people on how to properly recycle in offices
    - Streamline signage for non-3 receptacle bins
    - Use signage we already have but distribute it further
* Additional Tasks
  + Collaborate with SSLC to enhance each other’s sustainability engagement efforts
  + Review Jie Hu’s Studio Report & consider how we can collaborate with other SWATeams

Action Items:

* Review [Jie Hu’s Studio Report](https://uofi.box.com/s/vaol2xilziwmick3okufkzkskrnuskgt) for Feedback
* Draft recommendations for Gies and Grainger Sustainability Section on website
* Reach out to SSLC for potential collaboration
* Reach out to SWATeams for which metrics could be hosted on Illinois Homepage
* Send out poll once members are finalized to schedule meetings