Environmental Advisory Committee

 End of Year Report

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## Overview\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Membership –** the 2010-2011 Carleton Environmental Advisory Committee consisted of students Fadi Hakim, Ray McGaughey, Rhys Lindmark and Sydney Wedemyer (secretary); faculty Daniel Hernandez, Mark Kanazawa (winter / spring terms), Kimberly Smith (fall term), George Vrtis; and staff members Martha Larson, Chris Remley and Steven Spehn.
2. **Meetings –** TheEnvironmental Advisory Committee met every other week and held four meetings per term for a total of twelve meetings throughout the year. Meetings were conducted by Martha Larson, EAC chairperson and Carleton Manager of Campus Energy and Sustainability. Meetings were often attended by sustainability assistants (STAs) Laura Henry, Michelle Hesterberg, Alex Lai, Libby Nachman, Ryan Noe, and Nina Whitney as well as periodic guests from the campus community.
3. **Advising -** By bringing together students, faculty and staff all with a background in sustainability, the EAC becomes an excellent resource for input and new perspectives on sustainability issues. During the 2010-2011 school year, the EAC advised on numerous sustainability assistant (STA) projects, Climate Action Plan initiatives, and campus events which received EAC funding support.
4. **Project Support -** The committee also supports sustainability by reviewing and funding projects in line with the committee’s mission. 2010-2011 projects were submitted by STAs and students from the Carleton campus community.
5. **Nominations –** The committee awarded the 2011 Stewsie Award to students Ryan Noe and Libby Nachman and staff member Gloria Heinz in recognition of their given to a Carleton student and faculty/staff member dedicated to improving his community’s environment and whose “character reflects the determination, conviction, and innovation of the lifelong service of Dresdon Blake Stewart, better known as ‘Stewsie.’”  The committee also endorsed the 2011-2012 STA selections, based on applications reviewed by the current STAs and Carleton’s Manager of Campus Energy and Sustainability.
6. **Budget –** The EAC formed a budget sub-committee consisting of Mark Kanazawa, Martha Larson and Ray McGaughey to re-evaluate the budget allocations and develop budget sub-categories that are better aligned with the committee’s activities. The EAC finished the year with a $9,790 operating budget surplus, primarily due to a carry-over from prior years of $11,325. Staff budget spending was over budget by $1,673, primarily due to the fact that no money had been budgeted for the summer part-time sustainability intern.
7. **Conclusion –** The EAC finished the year with a review of campus sustainability accomplishments during the 2010- 2011 academic year and questions to consider when setting priorities for next year.

I. Membership\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Committee Chair:** Martha Larson, Manager of Campus Energy and Sustainability
2. **Members:** Students - Fadi Hakim, Ray McGaughey, Rhys Lindmark, Sydney Wedemyer (secretary, non-voting); Faculty - Daniel Hernandez, Mark Kanazawa (winter / spring terms), Kimberly Smith (fall term), George Vrtis; Staff - Martha Larson, Chris Remley, Steven Spehn.
3. **Regular Attendees:** Carleton STAs - Laura Henry, Michelle Hesterberg, Alex Lai, Libby Nachman, Ryan Noe, Nina Whitney.

II. Advising\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_

1. **Second Wind Turbine**
	* Facilities sought input from the committee regarding the placement of the next turbine. Potential locations included the Upper Arboretum (just north of the Recreation Center), two high points in the Lower Arboretum (Waterford Township Site, Bakke Prairie) and a leased parcel just east of campus on Highway 19. The Committee noted that the recreational uses of the Arboretum, existing long-term research projects, and its value as a quiet sanctuary would make it an unsuitable site for the placement of the next turbine. They recommended the leased site, which is in line with the 2010 turbine site evaluation committee recommendation.
	* The committee also discussed the ethical considerations of turbine noise, particularly low frequency sound, in the area.
	* Throughout the year the committee continued to receive updates on project progress for Carleton’s second wind turbine.
2. **Climate Action Plan**
	* The majority of advising for the Climate Action Plan (CAP) was performed by the Climate Action Plan Steering committee, although there was overlap in membership between the committees.
	* The EAC reviewed the progress of the CAP, compared our plan to other similar schools, and provided feedback on how to implement the plan.
3. **Surveys and Ranking**
	* The EAC discussed various sustainability evaluation surveys including Sierra Club Cool Schools, Sustainability Endowment Institute (SEI) Sustainability Report Card, Princeton Review and AASHE STARS. The 2009-2010 EAC had advised that Carleton move toward AASHE STARS as a single, comprehensive ranking system. During 2010-2011 school year, Carleton submitted responses to the Princeton Review in collaboration with the Carleton Admissions Department and to the Sierra Club Cool Schools Survey based on feedback from Trustees stating that they would like Carleton to appear in this survey.
4. **Parking for Electric Vehicles**
	* In response to a faculty member’s inquiry, the EAC discussed the possibility of installing electrical vehicle charging stations.
	* Members of the EAC in the facilities department discussed the practicalities of finding a location with the necessary infrastructure for a 480v charging station, cost to install and method for managing the use of the station and charging the station users.
	* Committee members also reached out to the City of Northfield and found it may consider electric vehicle charging stations as part of its participation in the Green Step Cities program.
	* Committee members advised that Carleton should not host EV charging stations if there is a possibility for them to be established within a broader city or state-wide infrastructure.
5. **Sustainability Revolving Fund (SRF)**
	* The STAs performed an audit of all previously implemented Sustainability Revolving Fund (SRF) projects including installation of CFL bulbs, low-flow showerheads, turning off vending machines during breaks and utilizing drying racks in residence halls in lieu of electric dryers. The audit determined to what extent the projects were implemented and whenever possible attempted to use actual utility data to calculate savings. The fund started with $71,100 and the account balance was $68,275 at the end of spring term 2011.
	* Calculations for the low-flow showerhead project proved problematic since some buildings had an increase in usage while others showed a decrease. This made it difficult to isolate savings. The EAC discussed possible reasons for differences and suggested alternative calculations.
	* A SRF request was made to build a biodiesel reactor to make biofuels for use in campus vehicles. Due to the complexities of making fuel, the project has been stalled for several years. The SRF committee (a subcommittee of the EAC) developed a list of objectives to complete in order to move forward with the project.

III. Project Support\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Airline Mileage Calculator (approved up to $233)**
	* A request was made to fund the development of software to calculate the mileage of flights made while conducting business for the college. This would enable a more accurate inventory of our green house gas emissions. The EAC funded the project, and the program will be used for ongoing annual Carleton GHG inventories.
2. **Trayless Dining ($10)**
	* The EAC funded much of the signage as well as provided input and advice to the STAs during a year-long campaign to go trayless. The STAs conducted waste audits showing a >20% reduction in food waste during Trayless Tuesdays. In winter 2011, they conducted a student survey which revealed that only 30% of students were opposed to a Trayless Everyday program. In spring 2011, the STAs received EAC, Dining Board and CSA support to go trayless everyday in the LDC beginning fall term 2011.
3. **Green Roof ($0)**
	* Due to student interest, the committee discussed the feasibility of revamping our green roof. There was insufficient time to accomplish this project in the 2010-2011 academic year, so this project will carry over to the following year led by 2011-2012 STA, Amber Kim.
4. **Conferences ($1540)**
	* The EAC contributed to the funding that enable 15 students, the largest attendance to date, of the Powershift conference in Washington D.C. ($1,370 = 5 students). The EAC also funded a presenter for the spring Food Truth conference held at Carleton and St. Olaf. ($170)
5. **Green wars (approved up to $250)**
	* Along with providing input on how to more efficiently run the competition, the committee funded prizes for the residence hall energy contest. The students determined that a one-week competition would be more effective since prior one-month competitions tended to lose momentum over the extended period of time. This year, the EAC asked that STAs measure the week after green wars as comparison to the baseline and competition measurements.
6. **Green Office Certification ($0)**
	* STA Libby Nachman conducted a Green Office Certification program that uses a ranking structure similar to LEED to grade offices on their sustainability actions. The pilot project included the Facilities Office, Business Office and ENTS Department Office. The EAC provided feedback on the program which will be revised per the pilot and rolled out on a larger scale during the 2011-2012 academic year.
7. **Campus Events Funding ($234)**
	* To assist the STAs campus outreach programs the EAC has contributed support and funding to events such as movie nights, Sunday study break sustainability sessions ($80) and food for other sustainability events such as an Eat the Farm Bill discussion ($54) and pizza for a movie screening of the campus waste documentary filmed by Carleton MPIRG students ($100).
8. **Bathroom Composting in Residence Halls ($627)**
	* The EAC funded the additional small trash bins required for bathroom composting. Tall bins were repurposed as compost receptacles. The EAC also funded printing / laminating costs for all signage associated with the project.
9. **Portable Water Fountain ($0)**
	* Students requested $483 of EAC funding – to be matched by Student Activities – for purchase of a portable water fountain for filling water bottles at large outdoor events such as Spring Concert and decrease bottled water purchases. Carleton Student Activities ended up fully funding the purchase so they can own the fountain and rent it out to student organizations.

IV. Nominations \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Stewsie Award -** The EAC is responsible for receiving and reviewing nominations for the Stewsie Award. The award is given to the student who best demonstrated the former Carleton Superintendent of Grounds, Dresdon “Stewsie” Stewart’s commitment to preserving the local habitat. This year the committee chose to change the award from funding for a conference to a more traditional monetary award. The award was given to two students, Libby Nachman and Ryan Noe and one staff member, Gloria Heinz. The EAC traditionally funds one student award and one staff award. Since only one award was given out last year, the committee elected to solve a tie in votes by giving out two student awards this year.
2. **2011-2012 STA Appointments –** The STAs received eight applications for the 2011-2012 STA positions. All STAs and EAC members were invited to review the applications and participate in the selection process during May 2011. The list was narrowed down to four potential candidates who were interviewed by Martha Larson, Manager of Campus Energy and Sustainability. Amber Kim (’14), Courtney Dufford (’14), Maxwell Timm (’13) were selected for the open positions. Current STAs Ryan Noe, Libby Nachman, Alex Lai, Laura Henry and Nina Whitney will also return next year on a part-time student work basis.

V. Budget \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **2010-2011 Budget -** The EAC started the 2010-2011 year with a total staff budget of $3,500 and a total operation budget of $15,035 including $11,325 of carryover funds from previous years. The carryover funds made it possible for the EAC to fund a significant number of projects, events and conference attendance grants while still ending the year with a budget surplus of $9,790. Staff budget spending was over budget by $1,673, primarily due to the fact that no money had been budgeted for the summer part-time sustainability intern. See Appendix 1 on page 8 for a table of EAC budget vs. actual expenditures for fiscal year 2011.
2. **Budget Sub-Committee –** In winter term, EAC members Mark Kanazawa, Martha Larson and Ray McGaughey volunteered to for a sub-committee to evaluate the current budget allocations and recommend revised budget categories that were better aligned with actual EAC activity. They also discussed how the carry-over funds could be allocated should they be carried over again into the following fiscal year. The primary objective was to recommend a budget structure that would intentionally support sustainability projects, inspire sustainability innovations on campus, and foster Carleton attendance at sustainability-related conference and events. The committee recommended that the EAC adopt the budget structure shown in Table 1 (page 7) with an indication of where carry-over funds should be applied [Note: since this recommendation, the EAC carry-over funds were eliminated for fiscal year 2012].

 **Annual Budget:**  **Carry-over Funds:**

Memberships / Surveys (i.e. AASHE) $1500

Conferences $1,000 X

Project initiatives $600 X

Webinars / local events $300

Meetings / Events $300

Reserve funds - X

**TOTAL $3700 $9790**

**Table 1: Recommended EAC Budget Allocations**

VI. Conclusion \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The list of sustainability accomplishments during the 2010 – 2011 academic year is long and ambitious, thanks to the support and guidance of EAC and Climate Action Plan Steering Committee members, the bold ingenuity and tireless efforts of Carleton STAs and campus community, the support of Carleton Trustees and administration, and a financial boost from the EAC carry-over fund. During their last meeting of the year, EAC members discussed questions to consider for the following year including what sustainability initiatives should be prioritized for next year, how should the EAC be involved in monitoring or administering the Climate Action Plan objectives, whether the EAC should have increased level of involvement in setting STA work assignments, and how to integrate the EAC as a sounding board for operations initiatives related to sustainability. We hope to continue exploring these questions and more as Carleton enters the coming academic year with a newly minted Climate Action Plan and a second wind turbine on the way.

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| APPENDIX 1: EAC Budget FY-2011 |
| Staffing Budget | Budget $ | Actual $ | Variance**+/(-)** | Notes |
| Student work – break | 0 | 2,607 | (2,607) | Summer STA position |
| Student work - term | 3,500 | 2,566 | 934 | STA term work |
| TOTAL - Staffing | 3,500 | 5,173 | (1,673) |  |
| Operations Budget | Budget | Actual | Variance | Notes |
| Professional services | 75 | 170 | (95) | Real Food Challenge conference facilitator costs |
| Supplies  | 180 | 192 | (12) | Includes copying / printing for event posters, compost signs, etc. |
| Equipment | 140 | 0 | 140 |  |
| Travel | 1,100 | 1,370 | (270) | Powershift conference |
| Training, webinars | 0 | 40 | (40) | NACUBO Smart & Sustainable webinar |
| Meetings & Entertainment  | 0 | 2,028 | (2,028) | CAP Town Hall Meeting food, Green Wars prize (Kurry Kabab), MPIRG video screening (pizza)Eat the Farm Bill (reception snacks), STA winter / spring planning dinner |
| AASHE fees | 0 | 1,045 | (1,045) |  |
| Other  | 2,215 | 400 | 1,815 | Dorm composting bins, NNB Ad – Trayless Tuesday |
| Carry-over Funds | 11,325 | 0 | 11,325 |  |
| TOTAL - Operations | 15,035 | 5245 | 9790 |  |