

**Campus Sustainability Council Meeting Minutes**  
**The University of Winnipeg**  
**Thursday, December 12th, 2013**  
**2M70 2:30-4:00 pm**

Meeting Attendance					
Present	Regrets	Name	Present	Regrets	Name
X		Alana Lajoie-O'Malley	X		Teresa Senderewich (notes)
	X	Michael Emslie	X		Jacob Nikkel
X		Michael Dudley	X		Lydia Warkentin
	X	Andrée Forest		X	Len Cann
	X	Stephen Kurz	X		Kyle MacDonald
X		Allan Amundsen		X	Jeff Palmer
X		Lena Yusim		X	Laurel Repski
X		Kelsey Bencharski (EcoPIA)	X		Mike Thul

Item	Subject	Discussion Required	Next Steps	Responsibility	Deadline
<b>1</b>	<b>2:30-2:35</b> <b>Agenda</b>				
	Introduce 2013/14 Council & Review Agenda	<ul style="list-style-type: none"> <li>Agenda approved. Motion – Kyle; Second - Michael Dudley; All in favor.</li> </ul>			
<b>2</b>	<b>2:35-2:40</b> <b>Minutes</b>				
	<ul style="list-style-type: none"> <li>Minutes from Oct.29/13 meeting approved. Motion - Allan; Second – Lena; All in favor.</li> </ul>		Post previous minutes on CSO website.	Teresa	ASAP
<b>3</b>	<b>2:40-2:55</b> <b>Procurement</b>				
	Alan to present key items from recent provincial green procurement conference & on issues related to conflict minerals.	<ul style="list-style-type: none"> <li>Allan went to a seminar on sustainable procurement- provincial standards- began in 2007. Website <a href="http://www.manitobasustainableprocurement.com">www.manitobasustainableprocurement.com</a> has their standards on all</li> </ul>	Forward YouTube videos about conflict minerals to all members of	Teresa	ASAP

	<p>types of goods/services.</p> <ul style="list-style-type: none"> <li>○ When we go out to tender we should consider these guidelines and try to comply with them (will encourage wherever possible).</li> <li>○ Includes clothing, building, maintenance and repair, can be used to calculate GHG, food waste, water savings, etc.</li> <li>○ Should look at guidelines in relation to cleaning services- RFPs.</li> </ul> <ul style="list-style-type: none"> <li>● Seminar on sustainable procurement also included a hot topic relating to conflict minerals. 3 presenters were from Geneva, Switzerland. The information they provided is reputable. <ul style="list-style-type: none"> <li>○ Gold, tantalum, tin, and tungsten are the main minerals of concern that are being mined in the Congo. They are components of cell phones, laptops and other electronics.</li> <li>○ Armed groups in the Congo take control of the mines and smuggle out the minerals of the country to be used in the products we use.</li> <li>○ Minerals are then brought to Asian countries to be smelted- combined with other minerals that make them difficult to trace. They are then used to make the products we use every day.</li> <li>○ ACTION: Teresa/Alana to forward YouTube videos about conflict minerals to the rest of the council. Please view them here: <a href="#">video 1</a>, <a href="#">video 2</a>, <a href="#">video 3</a>, and <a href="#">video 4</a>.</li> </ul> </li> <li>● In Canada, Bill C-486 is going through the House of Commons to be passed into law. We will then be in line with the US law that is being enforced Jan. 1, 2014. The bill is nicknamed "name and shame." <ul style="list-style-type: none"> <li>○ The bill calls for every manufacturer to identify whether or not their product is made with conflict minerals. The consumer then decides whether they will buy the products, or buy alternatives that are conflict minerals free.</li> <li>○ Some companies have been proactive (Dell, etc.) in determining whether or not they are conflict free.</li> <li>○ It can be very difficult to determine whether or not the minerals are conflict free because of the smuggling that goes on. But this is an important effort to recognize what goes on and improve the situation.</li> </ul> </li> <li>● How will the university be impacted going forward? We don't want to be involved with companies that are using conflict minerals in their products. There isn't necessarily a sure way to determine that the minerals are conflict free, but they are trying to go to the source of the minerals.</li> <li>● There is a conference in September for all the Western Universities- this will be a topic for discussion.</li> <li>● ACTION: Alana/CSO to do further research on what other universities are doing regarding conflict minerals.</li> <li>● ACTION: AI to put link to sustainable procurement website on the Purchasing homepage.</li> </ul>	<p>CSC.</p> <p>Do further research on what other universities are doing regarding conflict minerals.</p> <p>Put link to sustainable procurement website on the Purchasing homepage.</p>	<p>Alana/C SO</p> <p>Allan</p>	<p>Next meeting (early February)</p> <p>ASAP</p>
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<b>4</b>	<b>2:55-2:35 STARS</b>			
	<p>Alana to provide introductory presentation on STARS and Council to determine process for completing STARS report. Please review this <a href="#">link</a>.</p> <ul style="list-style-type: none"> <li>• Engagement process with faculty began last year and there will be another meeting in January 2014. Alana would like further feedback on how to track some of the data needed by STARS.</li> <li>• AASHE- Association for the Advancement of Sustainability in Higher Education has developed the STARS program <ul style="list-style-type: none"> <li>○ STARS is a voluntary self-reporting framework, used as a standard of measurement for sustainability in higher education</li> <li>○ Opportunity to align what UofW better with STARS- UofW has focused heavily on operations in the past, but STARS looks at more than that</li> <li>○ Scoring- categories within which you can gain points- amount of points determines your rating</li> <li>○ STARS data for each website is available for others to access</li> <li>○ STARS recognition levels are valid for 3 years</li> <li>○ The type of documentation required depends on the point. Some require more/different documentation than others.</li> <li>○ Your report is reviewed (but may take a while)- this is identified as a weakness of STARS- need better audit system- are expecting more accountability</li> <li>○ 2 stars “gold” are UBC and UofCalgary in Canada</li> </ul> </li> <li>• We could set up committees around each department, or Alana could call around to folks looking for data <ul style="list-style-type: none"> <li>○ Workload is very high for Alana to do individually</li> </ul> </li> <li>• Discussion on whether STARS valuable when we already have our own reporting system. The most important categories are likely ones other than operations.</li> <li>• ACTION: Alana to have meetings with the offices involved and gauge their interest and how close they are to getting points - due before next council meeting. <ul style="list-style-type: none"> <li>○ Checklist of credits should include a bit more detail when discussing with these focus groups.</li> </ul> </li> <li>• Students could play a role relating to Academics- may be good to inquire with students how important a STARS rating would be to them.</li> </ul>	<p>Hold meetings with various offices that will be involved in STARS to determine how to select points to pursue and how to compile documentation for certain points.</p>	<p>Alana</p>	<p>Next meeting (early February)</p>
<b>5</b>	<b>3:35-3:55 Action Plan Status</b>			
	<p>Discussion/Decision making for each action area as required:</p> <ul style="list-style-type: none"> <li>• Waste, Grounds &amp; Cleaning <ul style="list-style-type: none"> <li>○ We may be able to get free e-waste pick-ups.</li> <li>○ Bin upgrades are going well. CSO will be hiring someone in January to</li> </ul> </li> </ul>	<p>Continue to track and report on actions that you are championing.</p>	<p>All</p>	<p>Next meeting (early February)</p>

	<p>help with purchasing and rolling out new bins.</p> <ul style="list-style-type: none"> <li>○ CSO is working with the English Language Program on an English tutoring program for cleaning staff.</li> <li>○ CSO is looking for feedback on bins. <ul style="list-style-type: none"> <li>▪ ACTION: Anyone who has comments on the old/new bins please contact Alana and Teresa.</li> </ul> </li> </ul> <ul style="list-style-type: none"> <li>● Procurement <ul style="list-style-type: none"> <li>○ Alana owes AI some research/planning before many of these initiatives can go forward.</li> <li>○ Fair Trade certification has been shelved to allow for UW to continue its relationship with Green Bean Coffee. The Fair Trade Committee will go on to discuss other things such as textiles and other procurement initiatives.</li> </ul> </li> <li>● GHG, Energy &amp; Water <ul style="list-style-type: none"> <li>○ Info session on biomass district heating happened last month- there are some questions and concerns- still in the research phase.</li> <li>○ New housing facility behind the Buhler building was announced. Alana has been talking to Jeff and Sherman about the new buildings.</li> <li>○ Once the Field House is built, we should still be under our GHG target. We should still strive for further reductions to be on the safe side.</li> <li>○ Alana put together document on energy models vs. actual usage in our new buildings. Some variations worth investigating further, esp. wrt Buhler.</li> </ul> </li> <li>● Transportation <ul style="list-style-type: none"> <li>○ Jake and Ted Turner met with Linda Palmer- brought to her their concerns about Portage/St Mary's/Spence intersection- Linda agreed to do something to address that intersection. <ul style="list-style-type: none"> <li>▪ Next steps will be to meet with the city to determine what can be done.</li> </ul> </li> <li>○ Rec-plex plans- Linda has assured Jake that there will be space to connect the building from Main Campus to Richardson for cyclists.</li> <li>○ Bike storage- Jake has survey ready to roll out in January to determine what would work best for campus community. Jake has received comments/discussion about what secure bike storage could look like on campus. Ted will be distributing the survey to staff.</li> </ul> </li> <li>● Academics <ul style="list-style-type: none"> <li>○ Next Academic Working Group meeting will be in January</li> <li>○ Alan Diduck has received money to develop a campus sustainability</li> </ul> </li> </ul>	<p>Provide comments/suggestions about waste bins to Teresa/Alana.</p> <p>Register your department for the Green Office Program. Contact Teresa for more details.</p>	<p>All</p> <p>All</p>	<p>ASAP</p> <p>ASAP</p>
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	<p>course.</p> <ul style="list-style-type: none"> <li>• Finance, Governance &amp; Admin             <ul style="list-style-type: none"> <li>○ Green Office Program launches in January! ACTION: If your office hasn't signed up- please do so!</li> </ul> </li> </ul>			
<b>6</b>	<p><b>3:55-4:00</b>  <b>Announcements &amp; Next Meeting</b></p>			
	<ul style="list-style-type: none"> <li>○ Kyle mentioned the process of integrating scheduling system with heating/light supply system- will automatically sync up.</li> <li>○ ACTION: Kyle and Alana to have a discussion about displays. Next meeting Kyle will present on the displays.</li> <li>○ AI – Any surplus goes through the “asset disposal system.” In the new year there will be an opening of a storage room in January- there will be products for sale or to give away. Pricing will be comparable to kijiji or ebay, products can be viewed on Purchasing Services website.</li> </ul> <p>Discuss scheduling next meeting</p> <ul style="list-style-type: none"> <li>○ Next meeting late January or early February.</li> </ul>	<p>Kyle to present on displays next meeting.</p> <p>Send out Doodle to organize next meeting.</p>	<p>Kyle</p> <p>Teresa</p>	<p>Next meeting (early February)</p> <p>ASAP</p>