

HENDRIX
COLLEGE
Campus Sustainability
Fund Committee

Meeting Notes for September 3, 2015 (11:10AM Campbell South)

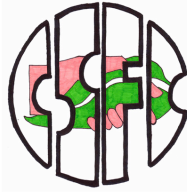
Members of the CSFC:

William O'Brochta '16, Chief Sustainability Officer, CSFC Chair,
ECC Campus Campaigns Chair
Abby Gatmaitan '17, Environmental Concerns Committee Chair
Elizabeth Soo '17 and Cade Nelson '17, Garden Club Co-Presidents
Kaylee Davis '18, At-Large Student Member, ECC Galloway Representative
Annie Meek '18, At-Large Student Member, ECC Martin Representative
Faith Mullins '17, At-Large Student Member, Glass Recycling Student Worker
Dr. Courtney Hatch, Environmental Studies Department Chair
Mr. Skip Harstell, Director of Facilities Management
Mr. Mike Flory, Executive Director of Culinary Services
Mr. Jim Wiltgen, Executive Vice President for Student Affairs and Dean of Students
Mr. Tom Siebenmorgen, Executive Vice President and Chief Financial Officer

Guests in Attendance:

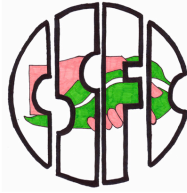
Dr. Bill Tsutsui, President and Professor of History
Dr. Marjorie Swann, Professor of English
Dr. Stella Čapek, Professor of Sociology
Mrs. Sharron Russell, Director of Operations for Academic and Administrative Buildings
Ms. Dawn Hearne, Director of Dining Services
Mr. Bobby Enegler-Young, Director of the Media Center
Mr. Nate Cowden, Director of Operations for Housing and Athletic Facilities
Erica Benoit '18
Madison Schallhorn '16
Claire Turkal '18

1. Welcome (William)
2. Introductions (All)
3. Review Agenda (William)
4. Remarks from Invited Guests
 - a. President Tsutsui noted the historic nature of this first meeting.
5. Mission and Purpose of the CSFC (All)
 - a. Fund sustainable projects
 - b. Bring together all people involved in sustainability on campus
 - c. Allow students to pursue sustainability projects
 - d. Live up to sustainable image Hendrix has
 - e. Provide an open forum for sustainability concerns and suggestions
 - f. There was general agreement on this Mission and Purpose.
6. Goals for the Year (All)



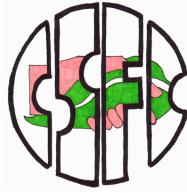
HENDRIX
COLLEGE
Campus Sustainability
Fund Committee

- a. Fund an initial project this year that is big, demanded, has been worked on in past years, and will impact everyone. We also need a project with large return on investment so as to not preclude money for smaller projects that are occurring.
 - b. Establish awareness about project applications and CSFC. Students are interested in sustainability but do not see a lot of support on campus for sustainability initiatives; we will be that support.
 - c. Fund some smaller projects to encourage applications.
 - d. Increase Environmental Literacy and implement LEED Lab.
 - e. Sign American College and University President's Climate Commitment
 - f. Show students that their investment is being well spent (transparency)
 - g. Be extremely transparent and open to ideas
 - h. Bring all departments together to discuss and work on sustainability issues. One of the functions of this committee is to pick up the interdepartmental discussion that started in 2010 with Sustainability Committee.
 - i. Delegate tasks around the group so that each member is responsible for part of the success of the CSFC
 - j. There was general agreement about these Goals.
7. Review Website, <http://Hendrix.edu/CSFC>
8. Review Application Process (William)
- a. Any project relating to the environment or sustainability on Hendrix campus. Encourage projects that have a return on investment.
 - b. Any Hendrix student, faculty, staff, alumni, or community member may submit an application.
 - c. Project suggestions
 - d. Rolling deadlines for projects under \$2500
 - e. October 1, February 1, and April 1 deadlines for projects over \$2500
 - f. Role of the application coordinator. Each application I receive is assigned a coordinator within the Committee to help work with the applicant to make a successful project.
 - g. Application materials on website including Project Application. Larger projects require more detail than smaller projects. Application coordinator reads over and presents the project to the Committee at the next meeting.
 - h. Application coordinator: someone on the committee will serve this position for each proposed project. Duties: discuss proposal with project leaders, ask questions, compose and send letters of approval, denial, or deference.
 - i. Committee: approves, denies, defer an application. Every committee member receives a vote.
 - j. Approved Applications: required to submit a report every semester and required to submit a completion report
 - k. CSFC members can work directly with the Committee to follow an abbreviated version of this process.
9. Discuss List of Future, Current, and Past Projects (All)
- a. Project Suggestions Chart from 2010 to help influence future project applications



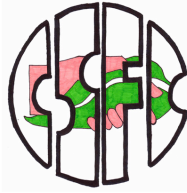
HENDRIX
COLLEGE
Campus Sustainability
Fund Committee

- b. The following projects are in progress of completion:
 - i. In-Vessel Composting System (William)
 - ii. Replacing Black Plastic Condiment Cups (Kaylee): We waste 1,000 lbs of black condiment cups a year! Replace these with metal cups that can be reused. Cost \$500. Proposal is coming at October meeting.
 - iii. Garden (Liz and Cade): water delivery system, better compost systems, a system to use recycled paper from library to lay over soil and prevent weed growth.
 - iv. Baseline Energy Efficiency Comparisons at Clifton (Facilities): not ready yet. Take two identical apartments and fit one with energy efficiency aspects to get a baseline for energy use and energy savings for the apartments.
 - v. Light and Projector Energy Use Reminders (Annie): She is finishing putting up light signs for each light switch on campus after she compiled energy use for every academic building.
 - vi. Recycling Competitions (Abby): Recycling. Recycling competitions in the dorms, martin only has recycling bins on first floor. In one month collected 50-60 bags of recycling from upper floors of martin. Goal of ECC is to be more involved in nation-wide Recycle Mania competition. Bicycle parts recycling in bike shop.
 - vii. Dean Wiltgen: we have an obligation for training people on practices for the future. Let's not drift too close to personal pick-up but place more focus on promoting individual practices for students that they will take with them into their future.
10. Project Applications: In-vessel composting system: most common desire of students that submitted answers to the sustainability survey.
 - a. Vendor is from Washington State, provides a completely automated system that is also secured and locked. Company provides assistance with issues and repair.
 - i. Proposals sought from six different companies.
 - b. Return on investment: operating at full capacity: 11,000 cubic feet of compost produces per year, sold at about \$6 per cubic foot, generating \$50,000-\$60,000 a year.
 - c. Company has agreed to work on a zero interest payment plan: about \$40,000 per year from CSFC until totally paid off.
 - d. Committee Discussion of project:
 - i. Footprint: 30-40 feet for the whole system
 - ii. Lifespan of system: about 30 years
 - iii. Necessary maintenance would be done by our Facilities staff. Company will train whomever when they install the system.
 - iv. Potential safety issues: system is locked so that you cannot just come and open it when you want. To add compost you stop the system, enter security code, and then dump in waste.



HENDRIX
COLLEGE
Campus Sustainability
Fund Committee

- v. Is fencing necessary? Need to place it in a visible system that is patrolled by PSafe.
- vi. Liability issues as a result of selling to public? No, because we are selling to select farms/businesses, not to the public. Arkansas does not require any permits for this size system.
- vii. Stormwater runoff issues? Optional pole barn to be added to cover the system.
- viii. Loading equipment required for pick up? No, people picking it up would be essentially shoveling it into their own containers. On our end, the compostable material goes directly from our containers into the system.
- ix. Other compost sellers? Only one in Arkansas, which sells non-organic compost based on donations of materials. A market feasibility study was completed and it was determined that our market would be different and our compost would be superior because of the different production process.
- x. Will there be a giant pile of compost just sitting around? Enter into agreements with farms and create a schedule with regular pick-ups so that when compost comes off belt it is almost immediately picked up.
- xi. Is compost a year round need? Will we have more supply than demand? Hopefully not, we can back off bulking ingredients if we are producing too much.
- xii. What about times when there is no waste from cafeteria? Summer and winter break? We would work out a more detailed schedule.
- xiii. Any way to incorporate student food waste? Compost from the garden can be added to the compost system. We could potentially have compost drop off points for students, but students will not interface with the system personally.
- xiv. What is and is not allowed in the system and how will we collect it in the cafeteria? Bones and liquids are not allowed, but other than that there should not be a large learning curve.
- xv. Could we have collection bins from the company that go with the composter, like a cart with wheels with a closed top? Certainly a possibility.
- xvi. Need to keep in mind that we will need to have a certain drop off spot for wood chips.
- xvii. Who monitors the percentage of input materials? This will slightly depend on where the system will go, if next to the cafeteria it could be the cafeteria employees who interfaces directly with the system, if by Facilities it could be a Facilities employee, or a student worker.



HENDRIX
COLLEGE
Campus Sustainability
Fund Committee

- xviii. Overall approval process? Now through next meeting in October: have a meeting with Facilities and a meeting with Dining Services. At the next meeting: vote for approval.
 - xix. Will not be charging on-campus groups to use the compost.
 - xx. Is the company name and contact info listed in the proposal? Yes.
11. Sustainability Issue Reports (not discussed due to time constraints, but it was generally agreed that these topics were covered)
 12. Outreach Events (discussion moved to next meeting)
 - a. Sustainability Walk (William)
 - b. Project Planning Meeting and/or online training (William)
 13. Other Items and Discussion (None)
 14. Action Items (All)
 - a. Meeting to take place between Facilities and Dining Services to discuss siting of composting system and other concerns. Due before October 8th.
 - b. Kaylee will submit her proposal for metal cups before October 8th.
 - c. Prepare for official vote on Project Application for composting system on October 8th.
 15. Dismissal (next meeting Thursday, October 8th at 11:10AM in Bates South)