

# VCU SUSTAINABILITY COMMITTEE MEETING MINUTES

November 17, 2008  
11:00 a.m. to noon  
Meeting Center  
101 N. Harrison St.

---

<b>Meeting called by:</b>	Provost Dr. Stephen D. Gottfredson and Senior VP for Finance and Administration Mr. John M. Bennett	<b>Type of meeting:</b>	First VCU Sustainability Committee Meeting
---------------------------	---	-------------------------	--

---

<b>Facilitator:</b>	Mr. John Bennett	<b>Note taker:</b>	Roxanne Razo
---------------------	------------------	--------------------	--------------

---

**Attendees:** Carl Beckelheimer, Ed Bennett, John Bennett, Melissa Celik, Roberto Celis, Tom Diehl, Jacek Ghosh, Dr. Jeff Green, Jerry Helton, Tamara Highsmith, Paul Jez, Betty Lowther, Jackie McDonnough, Brian Ohlinger, Allison Patel

---

## MEETING MINUTES

---

- ✓ Call to order at 11 a.m. by J. Bennett.
- ✓ Explained the mission of the VCU Sustainability Committee.
  - Develop the VCU Climate Action Plan by May 2010 in accordance with the American College and University Presidents Climate Commitment (ACUPCC).
  - Reference the nine criteria of the annual College Sustainability Report Card (Green Report Card) as a basis for developing the VCU Climate Action Plan and a VCU Sustainability Master Plan.
- ✓ Introduction of Committee members.
- ✓ Presentation by J. Ghosh of history/context of Sustainability at VCU, including recent and future initiatives. Highlights included:
  - Review of VCU Green Report Card (2009)
    - ✓ VCU improved its grade by a full letter grade from 2008 and only 34 of 300 institutions in 2009 improved their overall grade by a full grade point.
    - ✓ In 2009, VCU placed in the top third of all institutions.
    - ✓ Of the 10 institutions in Virginia, only the University of Virginia scored higher with a B and Virginia Tech received the same grade as VCU - a B-.
    - ✓ Improvements were made in two categories - "Administration" and "Climate Change and Energy."
    - ✓ One category that VCU consistently received an "F" in is Shareholder Engagement.
  - Review of American College and University Presidents Climate Commitment (ACUPCC)
    - Create an institutional structure to guide the development and implementation of the plan. (July 15, 2008)
    - Within a year of signing the Commitment (May 15, 2009), institutions are to complete an inventory of all greenhouse gas emissions.
      1. VCU completed an initial inventory of carbon emissions from both campuses in May 2007.
      2. This year VCU will have a third party consultant, Sightlines using its Greenlines service to measure, monitor, and benchmark the greenhouse gases emitted by VCU.
    - Within two years of signing the Commitment (May 15, 2010), institutions are to develop an action

---

plan for becoming climate neutral which includes:

1. A target date for achieving climate neutrality
  2. Interim target goals and actions that will lead to climate neutrality
  3. Actions to make climate neutrality and sustainability part of the curriculum and other educational experience for students.
  4. Actions to expand research or other efforts necessary to achieve climate neutrality
  5. Mechanisms for tracking progress on goals and actions.
- While developing the comprehensive action plan, institutions are to initiate two or more of the following tangible actions to reduce greenhouse gases. VCU has completed four of the seven tangible actions.
    1. Establish a policy that all new campus construction to be built to at least a USGBC LEED Silver standard or equivalent. **VCU currently designs and constructs all new building to LEED-Silver standards.**
    2. Adopt an energy-efficient appliance purchasing policy requiring purchase of ENERGY STAR certified products where rating exists. **VCU purchases ENERGY STAR products when available.**
    3. Establish a policy of offsetting all greenhouse gas emissions generated by air travel paid for by the institution.
    4. Encourage use and provide access to public transportation for all faculty, students, and visitors at the institution. **VCU operates a free inter campus and intra-campus shuttle bus service and partners with the local transit authority of offer free bus passes to full-time students.**
    5. Within a year of signing the Commitment, begin purchasing or producing at least 15 percent of the institution's electricity consumption from renewable sources.
    6. Establish a policy or committee that supports climate and shareholder proposals at companies where the institution's endowments are invested.
    7. Participate in the Waste Minimization component of the national RecycleMania competition, and adopt three or more associated measures to reduce waste. **VCU participated in the Recycle Mania and initiated a variety of new measures to reduce waste.**
  - Make the action plan, inventory, and periodic progress reports publicly available by providing them to AASHE on their website for posting and dissemination. **VCU posted the required Implementation Profile on August 27, 2008.**

- Review of Recent VCU Sustainability Initiatives
- 1. Energy Reduction – 20 projects in just the last year
- 2. Exterior Recycling Stations (45 gal)
  - Purchased 25 containers
  - The need for exterior recycling containers was first identified last year by VCU students (SGA).
- 3. BigBelly Solar Trash Compactor
  - Purchased two, one for each campus to review their performance
  - Saves on number of trash pick ups, labor, and fuel
- 4. Siegel Center's Solar Trash Compactor
  - Solar panels charge the batteries that operate the compactor.
  - VCU is exploring the feasibility of installing the same solar photovoltaic panel at the Shafer Court Dining Facility
- 5. Vanguard International Electric Truck
  - VCU invested in two electric trucks
  - Currently VCU uses diesel-powered Toolkat vehicles manufactured by BobCat for grounds keeping and other light duties on campus. Operating the Toolkat results in roughly 8.7 tons of carbon dioxide equivalent emissions per year.
  - The Electric Trucks run on batteries that are recharged daily, and produce .07 tons of carbon dioxide equivalent emissions per year – a 99% reduction in greenhouse gas emissions.

- 
- 6. Custom Scooter/Moped Racks
    - Custom-fabricated four racks, two on each campus.
  - 7. Bicycle Racks
    - Purchased 38 additional bike racks
  - 8. LEED Construction Practices
    - Currently VCU design and constructs to the LEED – Silver standard. Some buildings are LEED – Certified because they predated the LEED-Silver requirement.
    - It was suggested that a future VCU Sustainability Committee meeting be held at the VCU Rice Center.
  - 9. VCU Business Services - VCU Dining Services and VCU Parking and Transportation – 12 projects
  
  - Future VCU Sustainability Initiatives
    - Sustainability Splash Page (precursor to fully operational website) – online in a couple of weeks
    - Partnership with VA Dept of Corrections
      1. Approximately 1,600 pounds of organic waste is generated every week at the Shafer Court Dining Facility. The Powhatan Correctional Center has been composting up to 4,000 pounds of organic waste per day, since 2000. Recently it increased its capacity to 12,000 pounds per day and would be able to take the VCU organic waste and compost it. The cured compost is then spread on the fields of the prison farm as fertilizer to grow vegetables and other produce for the inmates. It is one way VCU is trying to close the loop between waste and product.
      2. Discussion – on separating organic waste.
    - Suggested Student Engagement
    - Suggested Academic Initiatives
    - Sustainability and VCU Students
  
  - ✓ J. Bennett – Best to breakdown the tasks to four sub committee (see attached)
  
  - ✓ E. Bennett – Explains the four sub-committees and their responsibilities.
  
  - ✓ Sub – Committees are flexible to add/switch individuals. The Chair of each sub-committee is encouraged to recruit any additional member(s) who would bring needed expertise and/or experience to the sub-committee. Additionally, designating a co-chair for each of the four sub-committees is also an option.
    - Point of contact re: changes to the composition of the four sub-committees is J. Ghosh.
    - J. Ghosh is responsible to keep each sub- committee on task and will serve on all four sub-committees.
    - Chairs for the four sub-committees are:
      - Climate Action Plan – Carl Beckelheimer
      - Administration – Ed Bennett
      - Waste, Foodservice and Transportation – Tom Diehl
      - Education, Research and Community Engagement – Jacqueline McDonnough
    - Point of contact re: schedule of sub-committee meetings is J. Ghosh.
  
  - ✓ Goal for this meeting – Establish the four sub-committees and have each sub-committee develop a work plan
  
  - ✓ Meeting adjourned by J. Bennett at 12:02 p.m.

---

## VCU Sustainability Committee members (22)

<b>Co-chair</b>	<b>Provost</b>	Dr. Stephen D. Gottfredson	<a href="mailto:sdgottfr@vcu.edu">sdgottfr@vcu.edu</a>
<b>Co-chair</b>	<b>Senior Vice-President</b>	Mr. John M. Bennett	<a href="mailto:mbennett@vcu.edu">mbennett@vcu.edu</a>
<b>Provost at-large (2)</b>			
Dr. Mort Gulak	<a href="mailto:mgulak@vcu.edu">mgulak@vcu.edu</a>	827-0778	College of Humanities and Sciences Assoc. Prof
Mr. Camden Whitehead	<a href="mailto:wcwhiteh@vcu.edu">wcwhiteh@vcu.edu</a>	828-1713	School of the Arts Assoc. Prof
<b>Senior Vice-President at-large (2)</b>			
Mr. Brian Ohlinger	<a href="mailto:bjohling@vcu.edu">bjohling@vcu.edu</a>	828-9647	Facilities Management Assoc. VP
Mr. Ed Bennett	<a href="mailto:webennett@vcu.edu">webennett@vcu.edu</a>	282-0518	Facilities Management Exec. Dir of PPD Deputy for FM
<b>Faculty from each campus (2)</b>			
Dr. Jacqueline McDonnough	<a href="mailto:itmcdonnough@vcu.edu">itmcdonnough@vcu.edu</a>	828-2661	School of Education Asst. Prof
Dr. Jeffrey A. Green	<a href="mailto:jgreen2@mcvh-vcu.edu">jgreen2@mcvh-vcu.edu</a>	828-3237	School of Medicine Asst. Prof
<b>Staff Senate from each campus (2)</b>			
Ms. Melissa Celik	<a href="mailto:mcelik@vcu.edu">mcelik@vcu.edu</a>	828-1809	School of Medicine (Ob/Gyn) Student Ed Coord.
Ms. Floresa Banks	<a href="mailto:fbanks@mcvh-vcu.edu">fbanks@mcvh-vcu.edu</a>	628-4676	MCV Hospitals Patient Service Rep
<b>SGA representatives (4)</b> (Only one nominated from MCV Campus)			
MCVH Campus	Ms. Hilary Stempel	<a href="mailto:stempelhe@vcu.edu">stempelhe@vcu.edu</a>	
MP Campus	Mr. Brantley Tyndall	<a href="mailto:www.brantley.tyndall@gmail.com">www.brantley.tyndall@gmail.com</a>	
MP Campus	Mr. Roberto Celis	<a href="mailto:celisrf@vcu.edu">celisrf@vcu.edu</a>	757-358-9742
MP Campus	Ms. Melissa Phillips	<a href="mailto:phillipsma@vcu.edu">phillipsma@vcu.edu</a>	
<b>Representative from Residential Life and Housing (1)</b>			
Ms. Allison Patel	<a href="mailto:agpatel@vcu.edu">agpatel@vcu.edu</a>		Housing Manager 827-0974
<b>Representative from Recreational Sports (1)</b>			
Mr. Tom Diehl	<a href="mailto:tdiehl@vcu.edu">tdiehl@vcu.edu</a>		Dir. Rec. Sports 827-0322
<b>Representative from Business Services (1)</b>			
Mr. Paul Jez	<a href="mailto:ppjez@vcu.edu">ppjez@vcu.edu</a>		Assoc. VP Bus Svc and Tres. 828-4482
<b>Representative from Procurement (1)</b>			
Mr. Ed Gibbs	<a href="mailto:cegibbs@vcu.edu">cegibbs@vcu.edu</a>		Dir. Procurement and Payment 828-3361
<b>FMD Planning and Design (1)</b>			
Mr. Carl Purdin	<a href="mailto:cfpurdin@vcu.edu">cfpurdin@vcu.edu</a>		Asst. Dir of Design Svc 828-0391
<b>FMD Physical Plant</b>			
<b>Director of Support Shops (1)</b>			
Mr. Jerry Helton	<a href="mailto:jwhelton@vcu.edu">jwhelton@vcu.edu</a>		Dir of Spt Shop and Spec. Project 828-7429
<b>Energy Manager (1)</b>			
Mr. Carl Beckelheimer	<a href="mailto:cebeckelheim@vcu.edu">cebeckelheim@vcu.edu</a>		Interim Dir. Of Utilities Energy Manager 628-2342
<b>Director of Sustainability (1)</b>			
Mr. Jacek Ghosh	<a href="mailto:jghosh@vcu.edu">jghosh@vcu.edu</a>		Dir. of Sustainability 628-5199

---

---

## Sub-Committees (4)

### **Climate Action Plan**

Mr. Carl Beckelheimer, Chair [cebeckelheim@vcu.edu](mailto:cebeckelheim@vcu.edu)  
Mr. Roberto Celis [celisrf@vcu.edu](mailto:celisrf@vcu.edu)  
Mr. Jacek Ghosh [jghosh@vcu.edu](mailto:jghosh@vcu.edu)  
Dr. Mort Gulak [mgulak@vcu.edu](mailto:mgulak@vcu.edu)  
Ms. Allison Patel [agpatel@vcu.edu](mailto:agpatel@vcu.edu)  
Mr. Carl Purdin [cfpurdin@vcu.edu](mailto:cfpurdin@vcu.edu)

### **Administration**

Mr. Ed Bennett, Chair [webennett@vcu.edu](mailto:webennett@vcu.edu)  
Mr. Jacek Ghosh [jghosh@vcu.edu](mailto:jghosh@vcu.edu)  
Mr. Ed Gibbs [cegibbs@vcu.edu](mailto:cegibbs@vcu.edu)  
Mr. Paul Jez [ppjez@vcu.edu](mailto:ppjez@vcu.edu)  
Mr. Brian Ohlinger [bjohling@vcu.edu](mailto:bjohling@vcu.edu)  
Ms. Melissa Phillips [phillipsma@vcu.edu](mailto:phillipsma@vcu.edu)

### **Waste, Foodservice and Transportation**

Ms. Floresa Banks [fbanks@mcvh-vcu.edu](mailto:fbanks@mcvh-vcu.edu)  
Mr. Tom Diehl, Chair [tdiehl@vcu.edu](mailto:tdiehl@vcu.edu)  
Mr. Jacek Ghosh [jghosh@vcu.edu](mailto:jghosh@vcu.edu)  
Dr. Jeffrey A. Green [jgreen2@mcvh-vcu.edu](mailto:jgreen2@mcvh-vcu.edu)  
Mr. Jerry Helton [jwhelton@vcu.edu](mailto:jwhelton@vcu.edu)  
Mr. Brantley Tyndall [www.brantley.tyndall@gmail.com](mailto:www.brantley.tyndall@gmail.com)

### **Education, Research and Community Engagement**

Ms. Melissa Celik [mcelik@vcu.edu](mailto:mcelik@vcu.edu)  
Mr. Jacek Ghosh [jghosh@vcu.edu](mailto:jghosh@vcu.edu)  
Dr. Jacqueline McDonnough, Chair [jtmcdonnough@vcu.edu](mailto:jtmcdonnough@vcu.edu)  
Ms. Hilary Stempel [stempelhe@vcu.edu](mailto:stempelhe@vcu.edu)  
Mr. Camden Whitehead [wwhiteh@vcu.edu](mailto:wwhiteh@vcu.edu)

---

---

## ACTION ITEMS

Task description	Owner	Due date
How many compactors are needed to cover both campuses	E. Bennett	
What is the total number of bike racks we have on both campuses	E. Bennett	
Instrument to help conduct a survey on Sustainability	Dr. J. McDonnough	
Scheduling next Sustainability Committee Meeting	J. Ghosh	
Schedules of next Sub-Committee Meetings	J. Ghosh	

### PowerPoint Presentation

1. VCU Sustainability Committee

### Handouts

1. Agenda
2. VCU Sustainability Committee Contact list
3. Mission + Sub-Committee Descriptions
4. Committee Flowchart
5. President's Climate Commitment
6. Green Report Card
7. Pre-Meeting reading website links
8. History + Context