

## Portland Community College 2016 Sustainability Retreat Notes

**Date:** Friday, October 21, 2016; 10:00 am -- 3:00 pm

**Location:** Cascade Campus, TEB Room 222

### Retreat Objectives

- Acknowledge accomplishments of last year
- Identify assets and barriers shared among sub-committees
- Formulate upcoming sub-committee initiatives and timeline for implementation
- Connect how our shared assets can address sub-committees' barriers
- Advance the college's Climate Action Plan and Strategic Plan



### In Attendance

Jack Lussier – Grounds Manager; Alex Mihm – Sustainability Assistant; Mandy Ellertson – Rock Creek Student Life Director; Briar Schoon – Sustainability Manager; Charlie Geiger – Sylvania Custodial Manager; Dieterich Steinmetz – Sylvania Math & Science Dean; Donna Bezio – FMS Project Manager; Elaine Cole – Rock Creek Sustainability Coordinator; Heidi Sickert – Business Faculty & SPARC Chair; Kim Smith – Sociology Faculty & GPSEN Coordinator; Lynn Montoya Quinn – Newberg Center Director; Margo Wagner – Marketing Specialist & Outreach Chair; Mark Gorman – Transportation Demand Management Coordinator & Scope IIIB Chair; Melissa Aaberg – Web Specialist; Michelle Bates – Student Representative; Nicole Seery – Southeast Student Life; Peter Ritson – Sylvania Environmental Center Coordinator; Sandra Fowler-Hill – Rock Creek President & SLC Co-Chair; Tony Ichsan – FMS Director & SLC Co-Chair

## **District Updates by Briar**

- Staffing updates: Alex Mihm is the new sustainability assistant for the district team and the Sustainability Analyst position will be filled by the end of the year with hopeful start date in January.
- Greenhouse gas inventory updates will be shared at February meeting.
- Briar, Tony, and Sandra met with President Mark Mitsui for one hour this month to talk about sustainability at PCC. President Mitsui was very impressed with the work done, recognized the value it brings to PCC, and was pleased to hear how sustainability advances the strategic plan.
- A carbon fund has been discussed as a way to fund efforts towards sustainability and the Climate Action Plan.
- The EcoChallenge is at the halfway point and going great. We will have cumulative stats for all of our teams after it finishes on October 28th.
- AASHE was from October 9th to the 12th. Over 10 PCC faculty and staff attended, some as speakers. Attendees heard lots of valuable information about global issues, with a big emphasis on equity and environmental justice. Attendees have brought back ideas to inspire, to incorporate into curriculum, etc. The keynotes will be online soon. Take-away questions: How will PCC and SLC make sure we truly have a wider range of points of view in our own efforts? How will we better incorporate environmental justice into our work both on and off campus?
- PCC received an APPA award for excellence in sustainability at a community college.

## **Sub-Committee Updates from Past Year**

### ***Scope I & II: Energy***

- Fruitful Strategic Energy Management efforts at Rock Creek -- \$56k in avoided utilities costs; \$19k in incentives.
- Powershift stickers have been posted.
- Financial services set up an account for reinvesting savings in additional energy efforts.
- Sylvania is up next for SEM!

### ***Scope IIIa: Transportation***

- Hired a part-time active transportation coordinator, Bob Kellett, who has been great at engaging students. The percentage of students choosing active transportation is up.
- East-side campuses added new bike lockers and parking options.
- 87 faculty and staff participated in this year's Bike More Challenge in May, pedaling over 21,000 miles as part of 9,500 trips.
- Connecting with international students to provide additional education.

### ***Scope IIIb: Consumption & Waste***

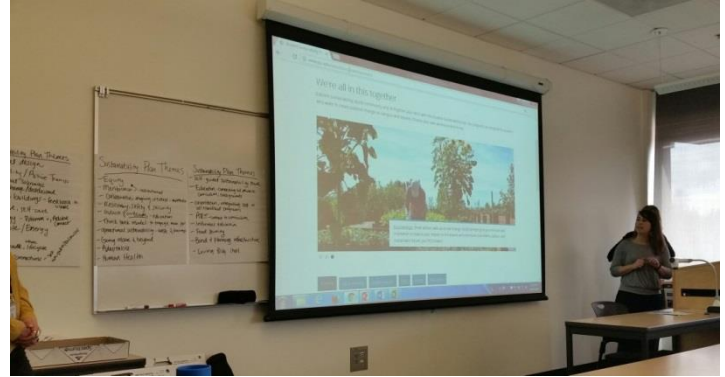
- The Mini Max roll-out is almost complete and has been going very well. It has been a huge time-saver for custodial staff, and we've received lots of positive feedback with very little negative feedback.
- Signs for Tree and Bee Campus certification are now all up. Those programs are going strong and people are excited to learn about it.
- Reusable food containers for catering were piloted at In Service. Issues are still being worked out, and these containers may wind up being used for box lunches while emphasizing durable service ware for catered events.

### ***Outreach***

- [The Student Sustainability Hub](#) is live! Promotion for it is coming, as is a content submission form.
- Please share and submit events, volunteer opportunities, classes, etc.

### **Education**

- Faculty training: Inspiring Equity & Justice in Sustainability Education.
- 7 Sustainability Focus Awardees.
- Over 10 PCC faculty and staff attended the AASHE conference in Baltimore, including participation as presenters and panelists.



### **Preview of Facilities Master Plan by Tony**

- A major initiative this year will be the development of the first Facilities Master Plan (FMP), which will include a sustainability section and will incorporate a sustainability lens throughout.
- Input from SLC in FMP work groups will be critical in its development.
- Facilities Assessment will inventory all existing PCC-owned property/infrastructure and assess conditions, then address growth potential for the college. It will cover both the built and natural environments that make up PCC.
- First milestone in May of 2017: will propose to board (then voters) continuing funding needed for ongoing projects and improvements.
- The FMP Sustainability Working Group (SWG) is chaired by Briar Schoon and includes Elaine Cole, Jack Lussier, Laura Ward, Alyson Lighthart and Julie Mast. Anyone interested in getting involved should contact Briar.
- The SWG is a common thread between the various working groups, as well as between the Academic and Facilities Master Plans.
- SLC meetings are great opportunities for feedback to the SWG and updates will be shared at meetings.
- SLC members comment that the SWG must represent our students and the communities we serve. We need to make sure it's truly, actually inclusive, directly engaging diversity at the start and bringing people to the table rather than simply inviting everyone. Equity lens must also be throughout FMP.

### **Brainstorm for Themes for Sustainability in the FMP**

- Equity
- Mentorship to preserve chain of knowledge (with lens of equity)
- More collaborative, ongoing "reverse mentorship"
- Resiliency, safety, and security as areas of sustainability
- Not limited to indoor space, including in education
- Utilize a think tank model to engage more people as opposed to committees
- Operational sustainability -- waste & consumption
- Going above and beyond as our standard
- Adaptability
- Human health and how it connects to the built environment
- Universal design -- taking sustainable design to the next level
- Walkability and active transportation
- Educational signage and a sustainability dashboard to measure impacts of behavior changes
- Interactive buildings -- feedback to users
- Restorative spaces and self-care
- Technology
- Renewable energy

- Cradle to cradle; whole lifecycle of materials and products that PCC uses
- Connections to our communities, including sustainability nonprofits and businesses
- Self-guided sustainability tour(s)
- Connect education w/ diverse curricula and backgrounds
- Orientation and integrating sustainability into all established programs
- Art connected to curricula and integrated into educational signage
- Informal education
- Infrastructure and education to address food security (pantries, food prep spaces, etc.)
- Bond and planning infrastructure
- Living Building Challenge

## **Planning for the Future: Subcommittee Goals for the 2016/17 Academic Year**

*(Note: See end of document for available subcommittee goal worksheets)*

### **Scopes I & II:**

- Start Strategic Energy Management program at Sylvania

### **Scope IIIa: Transportation**

- Employee funding contribution for transit subsidy
- Non-SOV individual marketing program for employees and students
- Secure bike storage for Cascade bike rental program

### **Scope IIIb: Consumption & Waste**

- End herbicide use at all campuses by June 2017
- Arrange collection for composting with trash collectors
- Expand reusable containers and serviceware in catering
- Improve dishwashers as part of Sylvania kitchen remodel to make easier for reusables
- Improve signage and labels in cafeterias to make it clearer for people with dietary restrictions and easier to know what the vegetarian options are

### **Outreach**

- Support a stronger synergy between sustainability and equity and inclusion efforts at PCC in partnership with the Education subcommittee.
  - Action item: create a targeted outreach plan in support of PCC Earth Week's eco-justice theme.
- Increase the accessibility and awareness among students of hands-on sustainability opportunities.
  - Action item: Launch the PCC Student Sustainability Hub.
- Raise up PCC as a national sustainability thought leader among internal and external audiences.
  - Action item: work with the district Strategic Communications team to highlight the sustainability accomplishments on the PCC web page and external earned media.
  - Action item: connect the campus CRMs with the SLC to help promote the great work of each subcommittee on the PCC web page.

### **Education**

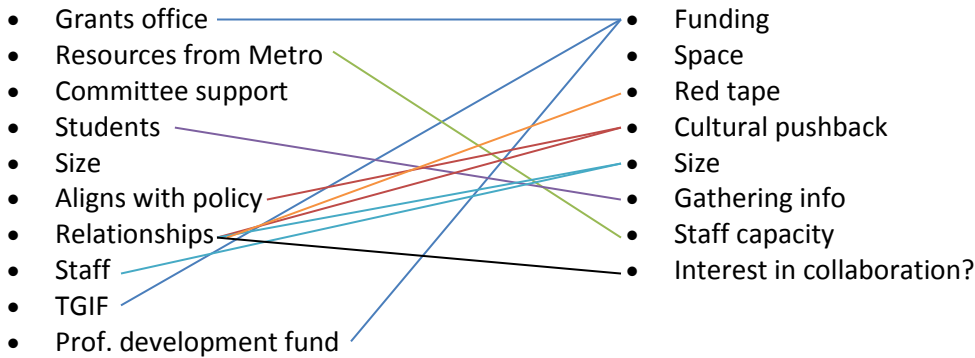
- Build stronger collaboration and partnerships between sustainability and DE&I efforts.
- Increase publicity of sustainability events, classes, programs and activities with at least one story in each area per month.
- Develop a sustainability flyer for student, staff and faculty orientations
- Increase the outreach and recipients of the Sustainability focus award
- Develop a strategy to incorporate sustainability in required courses
- Directly support the Eco-Justice student leadership program with faculty advisors, course and activity recommendations, etc.

**Shared Assets and Barriers**

We can always be more creative in leveraging SLC’s shared assets to better navigate the barriers our sub-committees encounter. Attendees identified common barriers as well as the assets at our disposal, and then connected the two lists to provide examples of how such leverage can be utilized.

***Assets***

***Barriers***



## Subcommittee Goal Worksheets

### Scopes I & II: Energy

1. **Goal:** Begin Strategic Energy Management program at Sylvania campus
  2. **Strategic Direction – how this goal supports:**
    - **Climate Action Plan:** Contributes to Scope I & II energy use reduction goals (already by-passed!) and directly contributes to our GHG reduction goals
    - **PCC Strategic Plan:** Direct connection to Theme 6
  3. **Key Action Steps and Timelines:**
    1. Meet with SY FMS staff to identify roles
    2. Meet with SEM to identify support and timeline
    3. Meet with SY administration to discuss program and goals
    4. Work with SY SEM team to implement identified projects
    5. Work on outreach efforts – Briar to lead
  4. **Who will lead/champion?** Laura Ward
  5. **Assets:** Buy-in from admin; SEM team/ETO support
  6. **Barriers:** time & staff capacity
  7. **Collaborators:** Sylvania administration, faculty & staff, students; SEM; FMS
  8. **Stakeholders:** SY campus community
  9. **Communication Strategy:** Work with SY CRM
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### Scope IIIa: Transportation

1. **Goal:** Employee funding contribution for transit subsidy
  2. **Strategic Direction – how this goal supports:**
    - **Climate Action Plan:**
    - **PCC Strategic Plan:**
  3. **Key Action Steps and Timelines:**
    1. Lobby employee groups for support; form stakeholder committee
    2. Determine reasonable benefit and funding needs
    3. Meet with union and management reps to stress importance; cite employee support
    4. Negotiate
  4. **Who will lead/champion?** Mark Gorman, Parking & Transportation
  5. **Assets:**
  6. **Barriers:**
  7. **Collaborators:**
  8. **Stakeholders:**
  9. **Communication Strategy:**
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1. **Goal:** Non-SOV individual marketing program for employees and students
2. **Strategic Direction – how this goal supports:**
  - **Climate Action Plan:**
  - **PCC Strategic Plan:**

**3. Key Action Steps and Timelines:**

1. Utilize SE/Metro/ODOT program/report as blueprint for program
2. Seek funding from internal and external sources

**4. Who will lead/champion?** Mark Gorman, Parking & Transportation

**5. Assets:**

**6. Barriers:**

**7. Collaborators:**

**8. Stakeholders:**

**9. Communication Strategy:**

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**1. Goal:** Secure bike storage for Cascade bike rental program

**2. Strategic Direction – how this goal supports:**

- **Climate Action Plan:**
- **PCC Strategic Plan:**

**3. Key Action Steps and Timelines:**

1. 2016 Metro grant application (completed)
2. Address barriers
3. Just do it!

**4. Who will lead/champion?** Mark Gorman, Parking & Transportation

**5. Assets:** Grants office, resources from Metro project, committee support, students

**6. Barriers:** Funding, physical space, red tape

**7. Collaborators:**

**8. Stakeholders:**

**9. Communication Strategy:**

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**Scope IIIb: Consumption & Solid Waste**

**1. Goal:** Remove herbicide use at all PCC campuses by June 2017.

**2. Strategic Direction – how this goal supports:**

- **Climate Action Plan:** IIIb – improves natural environment and better for health
- **PCC Strategic Plan:** Themes 6-5 and 6-6

**3. Key Action Steps and Timelines:**

1. Raise awareness of the benefits of going herbicide-free (throughout the year)
2. Secure funding to hire employees to accomplish the task (April 2017)
3. Promote the goal to the college community (throughout the year, starting now)
4. Meet with management and employees (throughout the year, starting now)

**4. Who will lead/champion?** FMS's grounds and sustainability teams, leadership, students

**5. Assets:** IPM program, leadership support, outside agencies, STARS, positive ROI

**6. Barriers:** Funding and a need for shift in perspective (grounds can look worse at times)

**7. Collaborators:** Campus leadership, FMS's grounds teams, students, college community

**8. Stakeholders:** FMS, campus leadership

**9. Communication Strategy:** Promote via the FMS website, using the Strategic Plan (themes 6.5 and 6.6); The Bridge (student paper); community meetings; newsletter blurbs and emails throughout the process.

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**1. Goal:** Increase composting rates by including pick-up of compostable ware via trash collectors.

**2. Strategic Direction – how this goal supports:**

- **Climate Action Plan:** IIIb – reducing solid waste
- **PCC Strategic Plan:** Themes 6-2, 6-3, and 6-6

**3. Key Action Steps and Timelines:**

1. Identify collectors who offer the service in our areas (2016)
2. Look at existing contracts – when are they up for renewal, etc.? (Q1, 2017)
3. Waste audits (Q1-Q2, 2017)
4. Investigate what is needed to make it work, e.g., proper bins, education, space, logistics, etc. (Q1-Q2, 2017)
5. Cost/benefit analysis (Q1-Q2, 2017)
6. Implementation (Timeline TBD – lots of variables, including contracts)

**4. Who will lead/champion?** FMS custodial, sustainability, leadership

**5. Assets:** PCC's size provides leverage; resources from local jurisdictions readily available

**6. Barriers:** Requires trash collectors who are willing to collect these materials; possible space limitations or other physical constraints; education must be ongoing and consistent

**7. Collaborators:** FMS Custodial and sustainability; trash collectors; local jurisdictions; cafeteria/dining services leadership staff; students, such as for help with waste audits, the Environmental Center; leadership

**8. Stakeholders:** See above

**9. Communication Strategy:** FMS to contact haulers to investigate process first; if initiative is feasible, will arrange meetings with stakeholders to hear concerns and organize steps; will promote to college community as aligned with CAP and PCC Strategic Plan.

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**1. Goal:** During the Sylvania dining remodel over the summer, ensure upgraded dishwashers can accommodate reusables as part of an effort to limit disposables; ensure flooring is replaced with a green product.

**2. Strategic Direction – how this goal supports:**

- **Climate Action Plan:** IIIb
- **PCC Strategic Plan:** 6-2

**3. Key Action Steps and Timelines:** Donna Bezio will talk with Dianna to review plans, check the feasibility, and move forward as needed (starting ASAP; results within the year)

**4. Who will lead/champion?** Donna Bezio

**5. Assets:** Can be included in current remodel plans and funding.

**6. Barriers:** TBD, but size requirements for durables and the space available for the machine itself may be a limiting constraint.

**7. Collaborators:** Dining services, FMS, bond staff, Sylvania architect (GBD) and contractor (Howard S Wright)

**8. Stakeholders:** Dining services, FMS (especially custodial and maintenance), leadership

**9. Communication Strategy:** OAC meetings and emails

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**1. Goal:** Improve/increase signage in cafeterias to make it easier to know what the vegetarian and vegan meal options are.

**2. Strategic Direction – how this goal supports:**

- **Climate Action Plan:** IIIb (Vegetarian options are less carbon-intensive)



- **PCC Strategic Plan:** 6-2, 6-5, 6-6

**3. Key Action Steps and Timelines:**

**4. Who will lead/champion?**

**5. Assets:**

**6. Barriers:**

**7. Collaborators:**

**8. Stakeholders:** Cafeteria/dining services, sustainability

**9. Communication Strategy:** Face-to-face meetings and email

## **Outreach**

**1. Goal:** Support a stronger synergy between sustainability and equity and inclusion efforts at PCC in partnership with the Education subcommittee.

**2. Strategic Direction – how this goal supports:**

- **Climate Action Plan:** Connects to Outreach & Education goals
- **PCC Strategic Plan:** Theme 2, Theme 4, Theme 5

**3. Key Action Steps and Timelines:** create a targeted outreach plan in support of PCC Earth Week's eco-justice theme

**4. Who will lead/champion?** Outreach team

**5. Assets:**

**6. Barriers:**

**7. Collaborators:**

**8. Stakeholders:**

**9. Communication Strategy:**

**1. Goal:** Increase the accessibility and awareness among students of hands-on sustainability opportunities

**2. Strategic Direction – how this goal supports:**

- **Climate Action Plan:** Connects to Outreach & Education goals
- **PCC Strategic Plan:** Theme 2, Theme 3, Theme 4

**3. Key Action Steps and Timelines:** Launch the PCC Student Sustainability Hub

**4. Who will lead/champion?** Outreach team

**5. Assets:**

**6. Barriers:**

**7. Collaborators:**

**8. Stakeholders:**

**9. Communication Strategy:**

**1. Goal:** Raise up PCC as a national sustainability thought leader among internal and external audiences.

**2. Strategic Direction – how this goal supports:**

- **Climate Action Plan:** Connects to Outreach goals for internal & external communication
- **PCC Strategic Plan:** Theme 3, Theme 4, Theme 6

**3. Key Action Steps and Timelines:**

- Work with the district Strategic Communications team to highlight the sustainability accomplishments on the PCC web page and external earned media.
- Connect the campus CRMs with the SLC to help promote the great work of each subcommittee on the PCC web page.

**4. Who will lead/champion?** Outreach team

**5. Assets:**

**6. Barriers:**

**7. Collaborators:**

**8. Stakeholders:**

**9. Communication Strategy:**