

# Portland Community College PCC Sustainability Retreat Discussion Notes



## ***We're all in this together!***

**Date:** October 16, 2015, 8:00 AM – 2:30 PM

**Location:** Rock Creek Event Center

**Facilitating:** Shirlene Warnock and Jeanne Nyquist, Innovative Growth Solutions, LLC

**Retreat Objectives:**

- Celebrate chief accomplishments of the past year and highlight upcoming events.
- Report on GHG inventory.
- Recruit new members.
- Revisit and update committee work plans to support CAP goals and PCC's Strategic Plan.

## **WELCOME**

**Keith Gregory** welcomed the attendees:

- We have a number of accomplishments to celebrate, including the award of the bicycle grant and the AASHE award for our Learning Garden at Rock Creek.
- In addition to celebrating our accomplishments, we are here today to identify new opportunities.
- Today is a work session to plot our course for the future.

**Briar Schoon** welcomed the attendees:

- Briar echoed Keith's comments about our past accomplishments
- This is an opportunity for us to think strategically about where the Council is going in the future and link our plans to the Climate Action Plan (CAP) and the Strategic Plan (SP).

**Dr. Sandra Fowler-Hill** remarked that she is delighted to host this event at Rock Creek Campus.

- This week we hosted a research delegation from Russia. They are very interested in sustainability, and they were very impressed with our accomplishments at PCC.
- This is a reminder that our work is widely recognized - by Energy Trust of Oregon, State of Oregon, AASHE, and now the Russians.
- Our examples of best practice are being recognized around the state and around the world. The work you do influences others in important ways.

## INTRODUCTIONS



## PARTICIPANTS

- Laura Ward, District Energy Manager, FMS
- Jack Lussier, Interim Grounds Manager, FMS
- Charlie Geiger, Custodial Manager, FMS
- Nicole Seery, SE Campus Green Team
- Dale Hanson, District Operations Mgr., FMS
- Kathy McVaughn, Mgr., Parking & Transp.
- Linda Eden, Auxiliary Svcs. Director
- Kristin Taylor, Finance & Administration
- Heidi Sickert, Instructor
- Dieterich Steinmetz, Div. Dean, Science & Engineering
- Mark Gorman, Transportation, Parking Ops.
- Amber Cagle, Aux. Svcs, Dist. Printing Mgr.
- Mariah Dula – Exec. Asst, Cascade Campus President
- Lynn M. Quinn, Director, Newberg Center
- Keith Gregory, Interim FMS Director
- Dianna Benting, District Food Svcs. Mgr.
- Elaine Cole, Sustainability Coord., RC
- Sandra Fowler-Hill, Campus President, RC
- Melissa Aaberg, TSS Web Team
- Kendi Esary, Student Leadership, Cascade
- Joe Gamble, Assoc. Facilities Maintenance Manager, FMS
- Tom Martin, FMS
- Donna Bezio, Project Manager, FMS
- Mitch Kilgore, Associate Facilities Maintenance Manager, FMS

Facilitators: Shirlene Warnock and Jeanne Nyquist, Innovative Growth Solutions

## **OVERVIEW OF CAP – Briar Schoon**

- Scope I and II – Energy: Natural Gas and Electricity
- Scope IIIa - Transportation
- Scope IIIb - Solid waste, Purchasing, and Consumption
- Outreach - Internal/External Communication
- Education – Curriculum

Briar shared the PCC Sustainability Video and provided the following overview of the Climate Action Plan (CAP)

- CAP Theme: 'Were all in this together' is a cross-disciplinary, cross-departmental effort.
- Sustainability is at our core at PCC.
- The CAP supports the PCC Mission and Strategic Plan (SP).
- The PCC President signed a CUPCC in 2006, and we began our Green House Gas (GHG) Emission inventory at that time.
- We created a Sustainability Leadership Council and a Curriculum Council to govern the program.
- Students developed TGIF in 2008.
- The first Climate Action Plan was developed in 2009 with an update in 2013.
- We have completed 2 STARS (Sustainability Tracking and Rating System) reports to AASHE.
- We are current recognized as STARS silver. We have a goal of achieving Stars Gold.

### ***Sustainability Leadership Council (SLC)***

- SLC Co-chairs: Keith Gregory and Dr. Sandra Fowler-Hill
- Scope I: Natural Gas and Stationary Fuels – Chair, Laura Ward
- Scope II: Electricity – Chair, Laura Ward
- Scope IIIa: Transportation – Chair, Mark Gorman
- Scope IIIb: Consumption and Solid Waste – Chair, Briar Schoon
- Outreach: Chair, Melissa Aaberg
- Education: Chair, Heidi Sickert

### ***CAP Core Goal:***

Reduce emissions from 2006 levels

- 40% by 2030
- 80% by 2050

## **GREEN HOUSE GAS (GHG) EMISSIONS UPDATE – Laura Ward**

Laura shared statistics on the GHG Update, noting the following key points:

- Energy consumption spiked in Bond years because of additional energy used during construction.
- Scope I and II: Energy
  - 2015 Emissions: reduced CO2 Emissions by 80,000 metric tons – this is a big decrease!

- This is especially notable because the College has grown in enrollment 25% since the base line year of 2006, and we have added a number of new facilities through the Bond.
- Scope IIIa: Transportation
  - Requires behavior change.
  - The trend line is reducing – we are closer to 2006 levels.
  - Nearly half of faculty, staff and students use alternative transportation.
- Key Points
  - Energy consumption has been reduced 35% since 2014, 56% since 2006.
  - EIU is down 65% since 2006.
- Scope IIIb: Solid Waste, Purchasing, and Consumption
  - Solid Waste decreased 8% since 2014 and 41% since 2006
  - Commuting reduced 6% since 2014
  - supply chain reduced 24% since 2014
  - Business travel has increased 16% since 2014
- Overall - Excluding the Bond – we have experienced a 7% decrease in GHG since 2006
- We now have tools to analyze, improve, and inform.

## STRATEGIC ENERGY MANAGEMENT UPDATES – *Laura Ward*

- Energy Trust of Oregon (ETO) Program – to date has provided \$900,000 in incentives (not including energy savings) resulting in:
  - Mechanical & operational improvements.
  - Engaging and educating building occupants to change behavior to impact energy consumption.
  - This has resulted in approximately \$47,000 in utility savings – year one.
- Currently working on new Energy Revolving Fund – ETO incentives will fund future energy projects.



## CURRENT EVENTS – *Briar Schoon*

### ***Eco Challenge*** –

- Eco Challenge is Oct 15 – 29. There is still time to participate!
- We are competing with Chemeketa Community College this year.
- The Challenge requires participants to make one behavioral change for 2 weeks.
- Prizes will be granted at the end of the Challenge.

### **Upcoming Conferences –**

- AASHE - Oct 25 - 28 in Minneapolis, MN.
- OHESC (Oregon Higher Education Sustainability Conference) – PCC to co-host with Lane Community College. Session proposals are due by October 30.

### **Mini Max -**

- Mini trash cans & centralized waste collection are being implemented.
- This will eliminate use of 14000 plastic trash liners daily across the District, equal to taking 1 car off the road each year.

### **Board presentation –**

- We will present an update to the PCC Board on Sustainability accomplishments and goals in Nov/Dec 2015.
- Subcommittees will be asked to identify information for this presentation.

### **TGIF –**

- Applications are currently being accepted – due by November 30.
- Peter Ritson is hosting Grant Writing Workshop October 20 – 21.

**Next SPARC** meeting: November 13, 11 am – 1 pm at CLIMB.

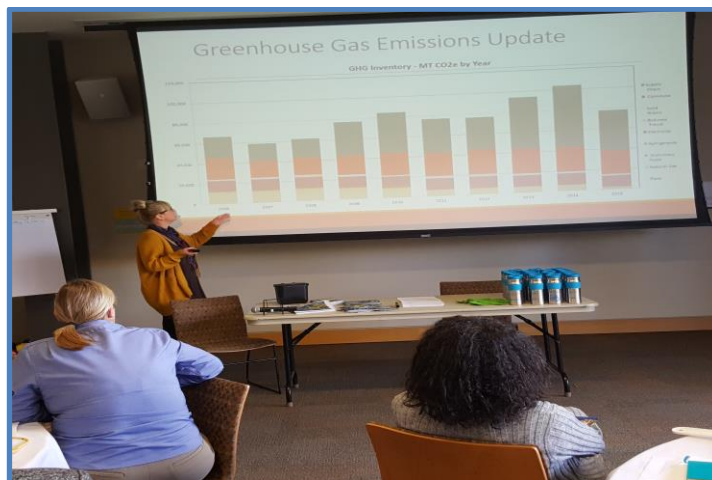
**Power Shift program** to affect energy management behavior – campaign at Rock Creek.

**SEM pilot** is underway at Rock Creek. We are challenging other campuses to take this forward.

**UN Day** – Oct. 22 at World Forestry Center, doors open at 6 pm, event is from 7 – 9 pm.

### **Recommended Resources for viewing / reading:**

- *The Sustainability Secret*, video, available on Netflix or on-line.
- *Cowspiracy – World Peace Diet*, book, Will Tuttle, PhD



## PCC Sustainability Program Timeline

PAST		PRESENT
2005 – 2010	2011 – 2014	2015
<p><b>Note: Sustainability activities began at RC before 2000</b></p> <p><b>2005 -</b></p> <ul style="list-style-type: none"> <li>Oregon signs strategy for greenhouse gas reduction</li> <li>Portland signs US Mayors climate protection agreement</li> </ul> <p><b>2006 -</b> PCC completes its first greenhouse gas inventory</p> <p><b>2007 -</b> PCC's first climate energy leadership taskforce CELT</p> <p><b>2008 -</b></p> <ul style="list-style-type: none"> <li>TGIF (10 cents per credit SAF \$800,000 to date)</li> <li>PCC 2<sup>nd</sup> Greenhouse Gas inventory</li> <li>Water bottle filling stations at all campuses</li> </ul> <p><b>2009 -</b> PCC board approves 1<sup>st</sup> CAP</p> <p><b>2010 -</b> PCC 10% below 2006 levels</p> <p><b>Scope I and II - Energy</b></p> <ul style="list-style-type: none"> <li>Electrical usage – level (down a bit)</li> <li>Biggest enrollment increase</li> <li>Gas usage down 50%</li> <li>New boiler at Sylvania</li> <li>\$900K incentives from ETO</li> </ul> <p><b>Transportation</b></p> <p>Emergence of active transportation</p> <p>Electric vehicle infrastructure</p> <p>Subsidized transit passes/students</p> <p>Enhanced TriMet infrastructure - Sylvania and Rock Creek</p> <p>Bike lockers</p> <p>Shuttle stops at light rail stations</p> <p>Additional shuttle service</p>	<p><b>2011 -</b> Sustainable purchasing policy</p> <p><b>2012 -</b></p> <ul style="list-style-type: none"> <li>Cascade Campus Bike Program</li> <li>Fixit stations</li> <li>Venting station</li> <li>IPM in schools</li> </ul> <p><b>2013 -</b></p> <ul style="list-style-type: none"> <li>PCC 2<sup>nd</sup> CAP</li> <li>Green office Program</li> <li>PCC Founders Circle of Sustainable Purchasing Leadership Council</li> <li>Turf removal natives/mulch</li> <li>AASHE conference in Portland</li> <li>GPSEN</li> <li>PCC.edu/sustain updates</li> <li>Eco Challenge</li> <li>Green teams</li> <li>Portlandia Farmstandia</li> <li>Additional TriMet line to RC</li> <li>Lower emission shuttle vehicles</li> <li>Bike repair stations</li> <li>SE Active Transportation program</li> </ul> <p><b>In this general timeframe -</b></p> <ul style="list-style-type: none"> <li>President Obama goes to Alaska starts to make a greater public commitment to climate</li> <li>Rock Creek Campus President supports sustainability</li> <li>RC Sustainability Coordinator is permanent, part-time 2014</li> </ul>	<ul style="list-style-type: none"> <li>PCC strategic plan</li> <li>City of Portland updates CAP</li> <li>Clean Power Plan</li> <li>US – China Climate Agreement</li> <li>Rock Creek Strategic Energy Management</li> <li>Mini Max pilot</li> <li>Shell pulls out of Arctic</li> <li>Sylvania post-consumer compost</li> <li>UN launches 17 sustainability goals – 3 trillion dollars per year dedicated</li> <li>Learning Garden Coordinator position is hired as permanent part-time</li> <li>SE bike program launch (Nov 2015)</li> <li>Completed NSF LOCATE project</li> </ul> <p><b>Subcommittee Items for Board Presentation</b></p> <p><b>Scope I &amp; II –</b></p> <ul style="list-style-type: none"> <li>SEM (strategic energy management)</li> <li>Energy saving from start of CAP</li> </ul> <p><b>Scope IIIa</b></p> <ul style="list-style-type: none"> <li>Employee funding of alternate transportation options</li> <li>Ongoing funding for increase shuttle service</li> <li>Bike parking and repair facilities at all campuses &amp; centers</li> </ul> <p><b>Scope IIIb - Purchasing /consumption</b></p> <ul style="list-style-type: none"> <li>Lotus Pro, - IPM – Food</li> <li>Waste – Compost / Mini-Max</li> <li>Water</li> </ul>



PAST		PRESENT
2005 – 2010	2011 – 204	2015
	<ul style="list-style-type: none"> <li>• 2 SPARC Faculty workshops</li> <li>• 2<sup>nd</sup> year of Sustainability Focus Awards</li> <li>• Increased Award Course List</li> <li>• National PPTS of innovative curriculum</li> </ul>	<p><b>Community Outreach -</b></p> <ul style="list-style-type: none"> <li>• GPSEN – PCC key partner, creating educational connections</li> <li>• AASHE – PCC sponsor of conference in Portland</li> <li>• New video</li> </ul> <p><b>Education:</b></p> <ul style="list-style-type: none"> <li>• Increase in courses, # students impacted, SFA recipients, 7 workshops/institutes</li> <li>• TGIF projects – #s : impacts/benefits</li> <li>• Learning Gardens as Living Labs / CBL projects</li> </ul> <p><b>Other -</b></p> <ul style="list-style-type: none"> <li>• PCC grants: local / national grants and partnerships in leveraging resources</li> <li>• ETO, ODOT, METRO, BIKE</li> <li>• Networking ~ building relationships</li> <li>• Reinvestment fund</li> </ul>



## FUTURE FORCES – THE WORLD WE FACE

*Fast forward to 2020 . . . How might the World be different?*

- New US President
- Jet packs
- Immigration
- Sea level rise
- Health impacts
- PDX is coastal
- Increased population
- War
- Housing bubble pops
- Food chain is impacted by climate change
- Clean power plants
- Carbon tax?
- Renewable energy technology
- Recycle service ware
- Dale's retirement
- All electric vehicles
- MAX line to all campuses
- Water usage restrictions
- More drones delivering products
- Kids who graduate in 2020 will have learned about sustainability in kindergarten
- Economics
- Population increase
- Climate change
- Driverless vehicles
- 3<sup>rd</sup> world countries – consumption of fossil fuel will impact environment





## HEADLINES - 2020

Subcommittees discussed and formulated their responses to the following question . . .

***Imagine it is 2020 and PCC is wildly successful in achieving its sustainability goals. What would the news headlines be?***

### **Scope I and II**

- PCC campuses generate as much power as they use.

### **Scope IIIa**

- PCC parking lots are converted into community gardens.
- Technology eliminates need for intercampus travel.
- Max station opens on Sylvania Campus.

### **Scope IIIb**

PCC is the most sustainable college in the world with focus on sustainable consumption & zero waste!

- Plastic-free
- All water recycled: rainwater collection, none to storm water, cooling towers.
- Reusable / preventive purchasing infrastructure.
- Post-consumer compost everywhere.
- Chemical – free
- Leader in sustainable food - local emphasis healthy, food forest.
- Partnering with MakerSpace to reuse / recycle materials.

### **Education**

- Sustainability requirements integrated in degree programs.
- Leverage OR Environmental Literacy Plan.
- Sustainable majors.
- Regional partner on faculty training.
- Expand funding for course revision / development and sustainability programming.
- Expand partnerships to support educational and training goals.
- Profit (net) no longer drives decision making College sustainability initiatives incorporated into education and true cost accountability.
- Direct partnership with OR and national Department of Education to develop sustainability degrees and programs.
- Dedicated staff for every key sustainability Initiative (ie TGIF) at every Campus and Center.
- Empowerment of students - education, CBL, internship, leadership opportunities.
- Align PCC educational and sustainability initiatives with City of Portland and other local action plans - research projects, implementation, etc. (i.e. City of Portland Climate Action Plan).

### **Outreach**

- PCC Adopts 45 minute meeting standard (to coordinate with shuttles).
- Telecommuting & video chat student advising program is wildly successful (retention increases, commuting decreases).
- PCC students get affordable housing via city partnership.

## PLANNING FOR THE FUTURE – SUBCOMMITTEE GOALS

Subcommittee Goals	PCC Climate Action Plan Coordinate with other committees . . .	Impacts PCC Strategic Plan Themes					
		Theme 1	Theme 2	Theme 3	Theme 4	Theme 5	Theme 6
<b>Scope I and II</b>							
Obtain energy models for all buildings in District. Energy audits that are also used to extrapolate needs for maintenance and deferred maintenance.							
<b>Scope IIIa</b>							
Employee funding for alternative transportation options							
Secure bicycle parking at all Campuses & Centers							
<b>Scope IIIb</b>							
Reduce water consumption 15%							
30% Recycled content paper in all Xerox machines							
Institute Mini Max District-wide	Outreach						
Integrate sustainable options into catering guide							
Increase signage on sustainable food options & education	Outreach, Education						
<b>Education</b>							
1. Increase student engagement through TGIF & other ASPCC projects & reporting	Outreach						
2. Strategically implement mandatory sustainability course requirements & initiate new sustainability degrees & majors	Outreach						
3. Provide direct outreach & sustainability staff to faculty & students at every campus	Outreach						
<b>Outreach</b>							
Connect students through internships with local small business and/or PCC departments in order to cross train sustainability programs with areas of study. (i.e. a co-op model)	Education						

## GOAL DISCUSSION

### **Scope I and II – Energy**

- New Bond buildings – We need to measure energy usage, establish baseline, and make sure the new buildings are operating as designed.
- SEM goal - occupant engagement at RC.

### **Scope IIIa - Transportation**

- Fees for employees are currently less than for students.
- This is not easily changed because the employee fee is negotiated in the Collective Bargaining Agreement.

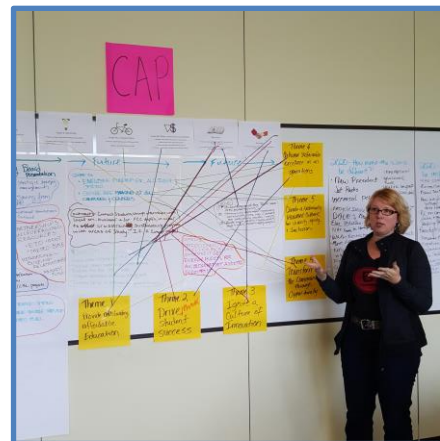
### **Scope IIIb – Purchasing, Consumption, Solid Waste**

- We need to educate people about how much energy and paper personal printers use. They are convenient, but we need to be aware of the total cost including energy and waste.
- Suggest expanding composting~ this needs a lot of work and coordination, possibly a future initiative.

**Outreach** – Awesome goal!

### **Education -**

- PSU is developing undergraduate degree in sustainability. We need to consider how our courses connect.
- AASHE is also looking at developing a sustainability degree or certificate program.
- We need staffing to push this forward.



# **Subcommittee Goal Worksheets**

# PCC Sustainability Retreat

## Goal Worksheet

### October 2015

Subcommittee: Scope I and II  
Members: Chair – Laura Ward

<p><b>1. Goal:</b> <i>What do you want to accomplish? By when?</i></p> <p>Energy models all buildings in District. Energy audits that are also used to extrapolate needs for maintenance and deferred maintenance.</p>			
<p><b>2. Strategic Direction</b> <i>How does this goal support PCC's strategic direction in the following areas:</i></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><b>PCC Climate Action Plan:</b></p> <ul style="list-style-type: none"> <li>Supplies measureable utility use models to track energy changes and savings</li> </ul> </td> <td style="width: 50%; vertical-align: top;"> <p><b>PCC Strategic Plan</b></p> <ul style="list-style-type: none"> <li>Reduction of energy costs – Theme 6</li> </ul> </td> </tr> </table>		<p><b>PCC Climate Action Plan:</b></p> <ul style="list-style-type: none"> <li>Supplies measureable utility use models to track energy changes and savings</li> </ul>	<p><b>PCC Strategic Plan</b></p> <ul style="list-style-type: none"> <li>Reduction of energy costs – Theme 6</li> </ul>
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<p><b>3. Actions</b> <i>What key actions will be taken to accomplish this goal? By when?</i></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><b>Key Action Steps:</b></p> <ul style="list-style-type: none"> <li>Obtain funding for models and audits</li> </ul> </td> <td style="width: 50%; vertical-align: top;"> <p><b>Timeline for Actions:</b></p> <p>Financial discussions to proceed with this needs to take place soon</p> </td> </tr> </table>		<p><b>Key Action Steps:</b></p> <ul style="list-style-type: none"> <li>Obtain funding for models and audits</li> </ul>	<p><b>Timeline for Actions:</b></p> <p>Financial discussions to proceed with this needs to take place soon</p>
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<p><b>4. Lead</b> <i>Who will lead or champion this goal?</i></p>			
<p><b>5. Supports</b> <i>What supports will you leverage?</i></p>	<p><b>6. Challenges</b> <i>What challenges will you address?</i></p>		
<p><b>7. Collaborators</b> <i>Who will help?</i></p>	<p><b>8. Stakeholders</b> <i>Whose needs will be considered? Who needs to be included?</i></p>		
<p><b>9. Communication Strategy</b> <i>How will stakeholders be engaged and informed?</i></p>			

# PCC Sustainability Retreat

## Goal Worksheet

October 2015

Subcommittee: IIIa

Members: Linda Eden, Kathy McMullen, Tom Martin, Mark Gorman

**1. Goal:** *What do you want to accomplish? By when?*

Employee funding for alternative transportation options

**2. Strategic Direction** *How does this goal support PCC's strategic direction in the following areas:*

**PCC Climate Action Plan:**

- Scope IIIa

**PCC Strategic Plan**

- Themes 4, 5 and 6

**3. Actions** *What key actions will be taken to accomplish this goal? By when?*

**Key Action Steps:**

- Prepare proposal for alternative commute  
Funding – vet with all stakeholders.

**Timeline for Actions:**

- FY16

**4. Lead** *Who will lead or champion this goal?* TPS Department

**5. Supports** *What supports will you leverage?*

- Cabinet
- VP of Admin
- HR
- Federation
- Students
- TriMet
- SLC
- WTA

**6. Challenges** *What challenges will you address?*

- Funding
- Union contracts

**7. Collaborators** *Who will help?*

Same as 5

**8. Stakeholders** *Whose needs will be considered?*

*Who needs to be included?*

- Employees
- TriMet
- Federation

**9. Communication Strategy** *How will stakeholders be engaged and informed?*

All Manager Meetings, PCC commuter monitors, employee orientations email, Federation Newsletter, President staff mtgs., Cabinet meetings

# PCC Sustainability Retreat

## Goal Worksheet

### October 2015

Subcommittee: Scope IIIa

Members: Linda Eden, Kathy McMullen, Tom Martin, Mark Gorman

<b>1. Goal:</b> <i>What do you want to accomplish? By when?</i> Secure bicycle parking at all Campuses and Centers	
<b>2. Strategic Direction</b> <i>How does this goal support PCC's strategic direction in the following areas:</i> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <b>PCC Climate Action Plan:</b> <ul style="list-style-type: none"> <li>Scope IIIa</li> </ul> </div> <div style="width: 45%;"> <b>PCC Strategic Plan</b> <ul style="list-style-type: none"> <li>Themes 4, 5, 6</li> </ul> </div> </div>	
<b>3. Actions</b> <i>What key actions will be taken to accomplish this goal? By when?</i> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <b>Key Action Steps:</b> <ul style="list-style-type: none"> <li>Define need</li> <li>Work with College community for work plan and date</li> <li>Determine and obtain funding</li> </ul> </div> <div style="width: 45%;"> <b>Timeline for Actions:</b> <p>FY16</p> <p>FY 17</p> </div> </div>	
<b>4. Lead</b> <i>Who will lead or champion this goal?</i> TPS Department	
<b>5. Supports</b> <i>What supports will you leverage?</i> <ul style="list-style-type: none"> <li>Bike Orgs. (BTA, WTA, Students)</li> <li>FMS</li> <li>PBOT</li> <li>SLC</li> </ul>	<b>6. Challenges</b> <i>What challenges will you address?</i> <ul style="list-style-type: none"> <li>Funding</li> <li>Physical constraints</li> </ul>
<b>7. Collaborators</b> <i>Who will help?</i> <ul style="list-style-type: none"> <li>Student bike orgs</li> <li>External bike orgs</li> <li>PBOT</li> <li>SLC</li> <li>FMS</li> </ul>	<b>8. Stakeholders</b> <i>Whose needs will be considered?</i> <i>Who needs to be included?</i> <ul style="list-style-type: none"> <li>Students,</li> <li>Employees</li> </ul>
<b>9. Communication Strategy</b> <i>How will stakeholders be engaged and informed?</i> Meetings, Emails, outreach events, Community Relations staff	



**PCC Sustainability Retreat  
Goal Worksheet  
October 2015**

**Subcommittee: Scope IIIb**

**Members: Charlie Geiger, Briar Schoon, Jack Lussier, Dianna Benting, Kristin Taylor, Donna Bezio**

<b>1. Goal:</b> <i>What do you want to accomplish? By when?</i>  Reduce water consumption 15% in line with Kate Brown's requirement.	
<b>2. Strategic Direction</b> <i>How does this goal support PCC's strategic direction in the following areas:</i> <i>PCC Climate Action Plan:</i> <span style="float: right;"><i>PCC Strategic Plan</i></span>	
<b>3. Actions</b> <i>What key actions will be taken to accomplish this goal? By when?</i> <i>Key Action Steps:</i> <span style="float: right;"><i>Timeline for Actions:</i></span>	
<b>4. Lead</b> <i>Who will lead or champion this goal?</i> Briar, Jack, Charlie	
<b>5. Supports</b> <i>What supports will you leverage?</i>	<b>6. Challenges</b> <i>What challenges will you address?</i>
<b>7. Collaborators</b> <i>Who will help?</i>	<b>8. Stakeholders</b> <i>Whose needs will be considered?</i> <i>Who needs to be included?</i>
<b>9. Communication Strategy</b> <i>How will stakeholders be engaged and informed?</i>	

# PCC Sustainability Retreat

## Goal Worksheet

### October 2015

**Subcommittee: Scope IIIb**

**Members: Charlie Geiger, Briar Schoon, Jack Lussier, Dianna Benting, Kristin Taylor, Donna Bezio**

<b>1. Goal:</b> <i>What do you want to accomplish? By when?</i>  30% recycled content paper in all Xerox machines	
<b>2. Strategic Direction</b> <i>How does this goal support PCC's strategic direction in the following areas:</i> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <b>PCC Climate Action Plan:</b> <ul style="list-style-type: none"> <li>Scope IIIb</li> <li>Outreach</li> </ul> </div> <div style="width: 45%;"> <b>PCC Strategic Plan</b> <ul style="list-style-type: none"> <li>Theme 6</li> </ul> </div> </div>	
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<b>4. Lead</b> <i>Who will lead or champion this goal?</i>	
<b>5. Supports</b> <i>What supports will you leverage?</i>	<b>6. Challenges</b> <i>What challenges will you address?</i>
<b>7. Collaborators</b> <i>Who will help?</i>	<b>8. Stakeholders</b> <i>Whose needs will be considered? Who needs to be included?</i>
<b>9. Communication Strategy</b> <i>How will stakeholders be engaged and informed?</i>	

# PCC Sustainability Retreat

## Goal Worksheet

### October 2015

Subcommittee: Scope IIIb

Members: Charlie Geiger, Briar Schoon, Jack Lussier, Dianna Benting, Kristin Taylor, Donna Bezio

<b>1. Goal:</b> <i>What do you want to accomplish? By when?</i>  Institute Mini Max District wide	
<b>2. Strategic Direction</b> <i>How does this goal support PCC's strategic direction in the following areas:</i> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <b>PCC Climate Action Plan:</b> <ul style="list-style-type: none"> <li>Scope IIIb</li> <li>Solid waste</li> </ul> </div> <div style="width: 45%;"> <b>PCC Strategic Plan</b> <ul style="list-style-type: none"> <li>Theme 6</li> </ul> </div> </div>	
<b>3. Actions</b> <i>What key actions will be taken to accomplish this goal? By when?</i> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <b>Key Action Steps:</b> <ul style="list-style-type: none"> <li>Finish Sylvania pilot</li> <li>Start pilots at CA, SE, RC</li> <li>Gather survey data and review</li> <li>Institute District-wide</li> </ul> </div> <div style="width: 45%;"> <b>Timeline for Actions:</b> <p>December</p> <p>Nov – Jan</p> <p>Dec – Feb</p> <p>March - May</p> </div> </div>	
<b>4. Lead</b> <i>Who will lead or champion this goal?</i> Briar and campus Custodial Managers	
<b>5. Supports</b> <i>What supports will you leverage?</i>	<b>6. Challenges</b> <i>What challenges will you address?</i>
<b>7. Collaborators</b> <i>Who will help?</i>	<b>8. Stakeholders</b> <i>Whose needs will be considered? Who needs to be included?</i>
<b>9. Communication Strategy</b> <i>How will stakeholders be engaged and informed?</i>	

# PCC Sustainability Retreat

## Goal Worksheet

### October 2015

Subcommittee: Scope IIIb

Members: Charlie Geiger, Briar Schoon, Jack Lussier, Dianna Benting, Kristin Taylor, Donna Bezio

<b>1. Goal:</b> <i>What do you want to accomplish? By when?</i>  Integrate sustainability into D&S catering, to go containers, reusables, food options, compost	
<b>2. Strategic Direction</b> <i>How does this goal support PCC's strategic direction in the following areas:</i> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <b>PCC Climate Action Plan:</b> <ul style="list-style-type: none"> <li>• Scope IIIb, Purchasing</li> </ul> </div> <div style="width: 45%;"> <b>PCC Strategic Plan</b> <ul style="list-style-type: none"> <li>• Theme 6</li> </ul> </div> </div>	
<b>3. Actions</b> <i>What key actions will be taken to accomplish this goal? By when?</i> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <b>Key Action Steps:</b> <ul style="list-style-type: none"> <li>• Dianna &amp; Briar meet to finalize additions</li> <li>• New catering menu out</li> </ul> </div> <div style="width: 45%;"> <b>Timeline for Actions:</b> <p>November</p> <p>December</p> </div> </div>	
<b>4. Lead</b> <i>Who will lead or champion this goal?</i> Briar & Dianna	
<b>5. Supports</b> <i>What supports will you leverage?</i>	<b>6. Challenges</b> <i>What challenges will you address?</i>
<b>7. Collaborators</b> <i>Who will help?</i>	<b>8. Stakeholders</b> <i>Whose needs will be considered?</i> <i>Who needs to be included?</i>
<b>9. Communication Strategy</b> <i>How will stakeholders be engaged and informed?</i>	

# PCC Sustainability Retreat

## Goal Worksheet

### October 2015

Subcommittee: Scope IIIb

Members: Charlie Geiger, Briar Schoon, Jack Lussier, Dianna Benting, Kristin Taylor, Donna Bezio

<p><b>1. Goal:</b> <i>What do you want to accomplish? By when?</i></p> <p>Increase signage/education on sustainable food offerings and why these are important.</p>	
<p><b>2. Strategic Direction</b> <i>How does this goal support PCC's strategic direction in the following areas:</i></p> <div style="display: flex; justify-content: space-between;"> <span><i>PCC Climate Action Plan:</i></span> <span><i>PCC Strategic Plan</i></span> </div>	
<p><b>3. Actions</b> <i>What key actions will be taken to accomplish this goal? By when?</i></p> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p><b>Key Action Steps:</b></p> <ul style="list-style-type: none"> <li>Cowspiracy video sharing and signage (Kristin)</li> <li>Signage up</li> </ul> </div> <div style="width: 45%;"> <p><b>Timeline for Actions:</b></p> <p>Spring term</p> </div> </div>	
<p><b>4. Lead</b> <i>Who will lead or champion this goal?</i> Dianna, Briar, Kristen</p>	
<p><b>5. Supports</b> <i>What supports will you leverage?</i></p>	<p><b>6. Challenges</b> <i>What challenges will you address?</i></p>
<p><b>7. Collaborators</b> <i>Who will help?</i></p>	<p><b>8. Stakeholders</b> <i>Whose needs will be considered? Who needs to be included?</i></p>
<p><b>9. Communication Strategy</b> <i>How will stakeholders be engaged and informed?</i></p>	

# PCC Sustainability Retreat

## Goal Worksheet

### October 2015

**Subcommittee: OUTREACH**

**Members: Melissa Aaberg, Mariah Dula, Amber Cagle**

#### **1. Goal:** *What do you want to accomplish? By when?*

Connect students through internships with local small business and or PCC departments in order to cross train sustainability programs with areas of study. (i.e. a co-op model) Pilot by fall 2016 with a goal of pairing 25 students with 25 opportunities.

#### **2. Strategic Direction** *How does this goal support PCC's strategic direction in the following areas:*

##### ***PCC Climate Action Plan:***

- Education
- Outreach

##### ***PCC Strategic Plan***

- Theme 2: Drive Student Success
- Theme 4: Transform the Community Through Opportunity
- Theme 6: Achieve Sustainable Excellence in all Operations

#### **3. Actions** *What key actions will be taken to accomplish this goal? By when?*

##### ***Key Action Steps:***

1. Identify tasks and reach out for more members
2. Outreach to community managers for support
3. Highlight more sustainability on website to generate interest
4. Community needs survey
5. Round-table sessions

##### ***Timeline for Actions:***

*By November meeting*

*By December 1*

*Ongoing*

*At 1<sup>st</sup> meeting*

*January 2016*

#### **4. Lead** *Who will lead or champion this goal?* TBD – need more members on Committee

#### **5. Supports** *What supports will you leverage?*

- Community Relations Managers
- Deans
- SPARC Committee
- ASPCC
- Small Business & CLIMB incubator
- MakerSpace
- Career Services

#### **6. Challenges** *What challenges will you address?*

- Time
- Recruiting staff

## 7. Collaborators *Who will help?*

- Community Relations Managers
- CLIMB incubator
- SPARC
- Other Sustainability Committees

**8. Stakeholders** *Whose needs will be considered?*

*Who needs to be included?*

- CLIMB
- The funding organization (grants

## 9. Communication Strategy *How will stakeholders be engaged and informed?*

- Generating Interest
- Communicating your successes