



**PRESIDENT'S  
SUSTAINABILITY COMMISSION  
COLORADO STATE UNIVERSITY**

Agenda

September 16, 2019, 1:00-2:30 pm

**Michael Smith Natural Resources Building Addition – Room 345**

- Introductions – 10 minutes
- Attendees:  
Farrah Bustamante, Anthony Appleton, Stacey Baumgarn, Jake Drenth, Aaron Fodge, Andrew Warnock, Tim Brennan, Dan McGrath, Beth Miller, Colleen Duncan, Aleta Weller, Mary Liang, Tony Rappe, Jocelyn Hittle, Sara VanHattan, Bill Timpson, Maile Wood, Tonie Miyamoto, Jeff Stewart, Carol Dollard, Danielle Backman, Brian Dunbar, Julie Kallenbeger, Sheela Backen, Shelby Sack, Beth Etter.
- Consolidate Desktop Delivery for Office Supplies – 15 minutes - Farrah and Jeff
  - a. Current contract is with Office Max with desktop delivery 5 days a week. This means if you order something and it is in stock. You would receive item tomorrow to your desk
  - b. Farrah and Jeff are proposing to change the system and bring in an additional vendor - Staples
  - c. Twice a week delivery for each vendor and there would be one day that is free shipping for each vendor
  - d. Employees would be encouraged to go to the bookstore if they need something immediately
  - e. CAD business officers support this transition
  - f. Stacey – Would it will still be a desktop delivery but limited to once or twice a week instead? Does that mean more boxes to each location on those days or more consolidation of items?
    - i. It would still be desktop delivery but limited to once or twice a week for deliveries
  - g. Bill – what are the projections on cost savings?
    - i. Pricing will be competitive since Office Max and Staples are both vendors
  - h. Carol – Are reusable boxes an option?
    - i. We did have discussion, but piloted project did not work with Office Max in the past.
  - i. Tonie – Can we build it so there aren't boxes inside of boxes? No additional packaging. Can have that conversation with them.
  - j. Gina – Can we request that all items to one building are consolidated into a few boxes instead of each area/floor?
    - i. This is difficult to do with a campus with this size.
  - k. Anything in our contract that prohibits promoting the bookstore?
    - i. Since this is a brand-new contract with them, the vendors understand that we will be promoting the bookstore as an alternative.
  - l. Either of these businesses have a commitment to sustainability?
    - i. Will can include this into the contract.
  - m. Please send any other recommendations to Farrah if you have any sustainability ideas to include into the contract.
    - i. No plastic bags, additional packaging, etc. recyclable content.
    - ii. Include information about alternative transportation impacts – stopping in bike lands, etc.
  - n. Tonie ask – please track questions you ask them and their responses and bring it back to PSC for future contracts
  - o. Education about sharing office supplies – Farrah would like assistant with messaging behaviors
  - p. Engagement subcommittee – Can they help with the education with it?
    - i. Julie said they would like to help with the education

- q. This is phase one – eventually like where it is limited deliveries, etc.
- r. Rolling into central delivery to do all the deliveries?
  - i. There is talk with Amazon to do this where there is an “Amazon Day”. Last mile incentives.
- s. All in favor of supporting this initiative – unanimous
  
- PSC Framework for the Future – 45 minutes
  - a. What would it look like for sustainability in the future?
  - b. Slideshow presented by Tonie and Carol with different examples, what we do well, what we don’t want to see happen.
  - c. John – having university standards/values/baselines of the university is very important.
  - d. Collective definition:
    - i. Group of entities connected by a common cause
    - ii. Work together to achieve a shared vision
    - iii. Each entity using unique/diverse talents and skills to contribute to success
    - iv. Internally and externally motivated network
    - v. Power with others rather than power over others
    - vi. Community-based process and solutions
  
- Member Updates – 20 minutes
  - a. Mary – Faculty member request, community service credit in STARS. Please submit data through URL that was provided by Rick Miranda (attached below). 10,000 students logged but we need to have around 20,000. Carol and Tonie will send an email to each College Dean/PSC Rep. Please ask your colleges if there are any service learning requirements for any of their courses.
  - b. Carol – biodiversity credit (LTE program)– we need to find a program that at some site there are some biodiversity surveys being done. This must be a formal program that is documented and logged. Jocelyn and Dan had some ideas and will send it over to Carol
  - c. Bill Timpson – On Friday, there is a climate action march in Denver
  - d. Dan – Academic sub-committee had a meeting last week, let him know if you would like to be part of the sub-committee
  - e. Tonie – There is an agenda item (non-voting) for the Institutional Sustainability Learning outcome in October. Hopefully it goes through but will keep the Commission updated.
  - f. Carol – Will have an update on GHG footprint for the next PSC meeting