MINNESOTA STATE UNIVERSITY MANKATO
University-wide Environmental Standing Committee

MEETING MINUTES
August 26, 2016

Present: Monika Antonelli, David Cowan, Wayland Hunter, Medea Myhra, Paul Prew, Lou Schwartzkopf, Gary Urban

Guest Sara Frederick, Director of Content Marketing, Integrated Marketing was welcomed to the meeting.

I. Meeting Minutes
   Moved and seconded to approved the 6/24/16 meeting minutes; approved
   Moved and seconded to approve the 7/15/16 meeting minutes; approved

II. Old business and updates
   A. Accomplishments 2015-2016
      Moved and seconded to approve the corrected Accomplishments 2015-2016; approved.
   
   B. Rubbermaid Recycling Audit
      The date for the Rubbermaid recycling audit has been set; it will be Monday, October 3. Rich Wheeler of Residence Life has indicated that he will be there; there has been no word from Jason McCue yet. Details will be discussed at the next meeting.
   
   C. Carbon Footprint Updates
      Schwartzkopf reported that Fields has submitted all necessary Facilities Management data except for fertilizer use in FY2016. Urban and Schwartzkopf are working through a couple of errors in the analysis of commuter surveys. The updates through FY2016 should be completed by the next meeting. Schwartzkopf said that analysis of the data has revealed a clear drop in energy usage between FY2013 and FY2014 because of the PBEEEP (Public Buildings Enhanced Energy Efficiency Program). Because of this drop, starting in FY2014 MSU greenhouse gas emissions have fallen by 2,200 metric tons of CO₂ equivalent a year and the University has saved $220,000 in energy costs a year.

III. New Business
   A. Meeting time this semester
      It has been the practice of the committee to re-examine its meeting time at the beginning of each semester to accommodate as many members and alternates as possible. Erik Olson, a new student member of the committee, has a conflict with the 10:00am meeting time and has suggested a change to 11:00am Friday. All members present were fine with this change. Schwartzkopf will send an email to all members and alternates to see if an 11:00am meeting time is acceptable. If it is, the meeting time will be changed.
   
   IV. Discussion with Sara Frederick
      There was a general discussion led by Frederick about how to promote the CAP and the work of the committee, both on campus and externally. She queried the committee about how it is currently promoting its work. In every publicity piece involving the committee should be its name, a tagline, and a core message. Her office will organize a meeting among her team and any committee members and
alternates who wish to attend to draft a marketing plan for the committee; Schwartzkopf will send her the names of all members and alternates. Discussion at this meeting will be centered around questions on the document, “First-session marketing plan questions/topics,” which she handed out.

V. Other
A. Recycling flyer
Dave Cowan had an Environmental Committee recycling flyer produced which was included with the information received by all new students and their parents.

B. Bicycle registration
Dave Cowan will oversee a bicycle registration table on campus tomorrow. The registration of bicycles is voluntary; all registrants will receive a coupon for a pair of MSU athletic socks. The purpose of registration is twofold: (1) to aid the recovery of the bike if it is stolen; and (2) so that Facilities Services can identify the owners of bikes abandoned on campus at the end of the academic year.

Respectfully submitted:

Louis Schwartzkopf
Chair
Environmental Committee

Future Meetings (3rd Friday each month, 10 – 11:30am)
Sept. 16, 2016 SU 204 – Nichols Room