

April 22, 2016 Revised May 31, 2016

Dr. Scroggins,

I wanted to thank you for the notes on the agenda I put together for your 4-18-16 meeting with members of the Climate Commitment Committee. Your notes were both detailed and thoughtful and they demonstrated a heightened level of support and commitment for the process of making the transition to a sustainable campus at Mt. SAC. Given the heightened level of administrative support for the sustainability transition that both you and facilities will provide, this is clearly a pivotal moment for the partnership between all of us who are working together to promote this transition.

For this reason the members of the Climate Commitment Committee would like to refine the mutual understanding which you have sought to codify in the notes on the 4-18-16 meeting agenda. I will group the areas we discussed under five topical categories as follows:

- 1) Facilities Support for Climate Commitment: Facilities will hire full time clerical staff by 2017 to do the annual GHG Inventory as well as broader reporting on an

environmental plan to include water use, reuse, recycling, composting of waste materials on campus, and energy use.

Gary Nellesen has suggested that we use the consultant that he is planning to hire for the Energy Master Plan to help with the Climate Action Plan (CAP). Gary has also proposed that the clerical staff that he will hire to do the GHG Inventory each year will also do the written revision of the CAP. Once the CAP

has been drafted the role of the Climate Commitment Committee will transition to being primarily "advisory and inspirational" (Dr. Scroggins). The Climate Commitment Committee can provide guidance with regard to sustainability-related goals and values with regard to the Climate Action Plan as well as guidance on what we are measuring and how.

Gary Nellesen will manage the development of the Climate Action Plan with the assistance of the ACCPCC Committee. Plans will be included in the Facility PIE and funds appropriated through proposed New Resource Allocation Requests. 5/31/16

- 2) Role of Climate Committee in Completion of Climate Action Plan and Administrative Support for its Role: James Stone will be granted 3 LHE of reassigned time per semester and he will *also be assigned two paid student interns* to meet with heads of academic Divisions and administrative departments and he will also work with members of the Climate Commitment Committee to build support for a conference to take place in September that will begin development of a Climate Action Plan. (My recommendation would be

that the reassigned time be for 3 LHE in the summer and 3 LHE in the fall of 2016, with a contingency for 3 additional LHE in the winter if the work is not complete by then since the Climate Action Plan is due to be completed by January of 2017.) The proposed structure of the first conference is to bring in a guest speaker from a campus that has already completed a Climate Action Plan to present a talk on how his or her school completed their CAP and then to break down into administrative and academic groups to brainstorm about the essential features of a CAP for Mt. SAC. After this a working group will draft a proposed CAP based on the proposals developed by the academic and working groups at the first conference. The working draft will serve as the basis for discussion and ultimate ratification at a second conference to be organized in November 2016. The final written draft will then be submitted to Second Nature and the PAC, while the Sustainability and Climate Commitment Committees will play the lead role, along with Division Deans, in publicizing the CAP to the faculty and students.

On a one-time basis from President's Office funds, Professor Stone will receive a summer stipend equal to the hourly rate for a 3 LHE summer class. Future reassigned time compensation is yet to be determined and will be subject to the FA Agreement. \$3500

On a one-time basis from President's Office funds, two students will be paid 150 hours each at \$15 for summer credit internships. \$4500

3) Formal Written Resource Request from Climate Commitment Committee Related to Professional

Development and the Work of the Committee: The Climate Committee will develop a formal written resource request by at least May 15, 2016 that will include the following: a) AASHE membership and other memberships needed to support the work of the committee; b) reassigned time request for James to facilitate development of the CAP along with 2 paid student interns; c) funding for conference and travel by a select number of faculty and students (the California Sustainability in Higher Education conference at CSUF in July 2016 was mentioned).; d) luncheon discussion(s) with sustainability leaders from other campuses (perhaps Chaffey, La Verne, or SMC) to bring together faculty to inform the CAP development process.

See [attached](#) written request for details and funding.
Membership: \$550
Conferences: \$3856
Discussions: \$190

- 4) Institutionalizing Sustainability in the PDC Mission Statement, the Mt. SAC Mission Statement, and the Strategic Master Plan: a) The Professional Development Committee has a Mission Statement. The Climate Commitment Committee should request a change in the PDC Mission Statement to include sustainability, and should note that PDC is to consult with the Climate Committee and Sustainability Committee in developing the sustainability aspect of its Mission Statement. Professional development on sustainability, energy, and environmental issues is more than just a faculty issue and has to include training for staff as well as faculty. b) Sustainability should also be integrated into the Mt. SAC Mission Statement as part of the mission of the college (to educate students for citizenship and sustainability and to serve as a model of sustainability and a resource for promoting sustainability in the broader community). c) the Climate Commitment Committee should add sustainability to the Strategic Plan. It should put together ideas for how to integrate sustainability into the plan to be presented by President Scroggins at the spring 2016 expanded PAC.

See [attached](#) proposal for proposed modifications to the 2015-17 Strategic Plan presented to PAC on 5/25/16 and to be considered in Fall 2016.

5) Longer Range Vision for Institutionalizing Sustainability on Campus:

Phase I: Develop a Virtual Sustainability Center online to house instructional resource materials as well as information about sustainability on campus. President will provide staff to develop website and maintain it. Sustainability faculty and students will provide content. Also President expressed support for the development of a Sustainability Institute within an academic Division on campus. The goal of the Institute would be to promote interdisciplinary work and research in the area of sustainability, perhaps in conjunction with the new Environmental Studies degree. It would also promote educational events aimed at the campus community and the broader community. (Is this correct?) President Scroggins stated that the institute should have a policy focus, not just science, but he left it up to the committee to determine which Division should house the Sustainability Institute. President Scroggins stated that a plan needs to be developed for an actual (not virtual) Sustainability Center with a Sustainability Director that can go in the Facilities Master Plan. He mentioned a 2018 bond as the source for revenues to fund the new Sustainability Center and the Director of the Center. Phase II: Construction of a Sustainability Center with a full-time director. (There is some ambiguity in the President's proposal for the Sustainability Center. In the 4-4-16 meeting with Kamran and myself the President seemed to say that the Sustainability Center would be solely dedicated to promoting sustainability on campus and the director of the center would have that as their sole mission. In the 4-18-16 meeting with members of the Climate Commitment Committee, however, he seemed to suggest that the Sustainability Center would be a shared facility and the director would have duties other than promoting sustainability. Related to this discussion is Dean Matt Judd's suggestion to combine a Sustainability Center with the Agricultural Department's plans for building a farm store on the property Mt. SAC owns on Grand Ave. where Christmas trees are sold every winter. Some clarification on this point would be much appreciated.)

Future Work

James Stone, Professor of Political Science
American College and University Presidents' Climate Commitment (ACUPCC)
<http://www.mtsac.edu/governance/committees/sustainability/>