


President's Sustainability Council

February 24, 2023




Proposal for 2023

1. Pre-planned monthly meetings with a format
 2. Thematic workgroups that go beyond the PSC
 3. Public engagement process to garner adaptive feedback
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- Feb - SAP Status Update and Engagement Planning
 - Mar - SAP drafting and priority target implementation planning
 - Apr - Reporting and Accountability, STARS
 - May - Leadership and Engagement focus, community partnerships and opportunities
 - June - Accomplishments from 2022-23 academic year and curriculum focus
 - July - Travel and operations
 - Aug - Fall engagement plan
 - Sept - Purchasing and contracting focus
 - Oct - Energy awareness month! (Operations)
 - Nov - Community support
 - Dec - Transportation focus and planning for new calendar year agendas
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Standing Agenda Items

- Update from key focus areas (~15 min)
 - Did you know? Deep dive into a sustainability topic (~15 min)
 - Focus area for the month (~30-45 min)
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Attendees

- Amanda Cambre, FDO – Sustainable Operations
 - Avinash Rahurkar – FDO – AVP
 - Craig Dunn, Western Faculty
 - Dong Vo, University Residences
 - Forest Payne, FDO – Capital Planning
 - Grace Wang, SEI – Director
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Attendees

- Janette Rosebrook, BFA – Purchasing and Procurement
 - Lindsey MacDonald, SEI – Asst. Director
 - Manca Valum, Western Foundation
 - Ryan Wycoff, FDO- Fleet and Equipment
 - Seb Genge, Student Associate VP for Sustainability
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Minutes - Sustainability Action Plan Updates

- Committee recommendations memo is in review and had a first pass approval from Joyce Lopes. Pending any input from Brad Johnson, University Provost, and Sabah Randhawa, University President the council will proceed with the community engagement phase of the update process.
 - Next phase of community engagement is being planned, volunteers needed to work events, participate in the planning, awareness, and roll out of the engagement process is needed. Discussion of potential engagement methods were as follows:
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Minutes - Sustainability Action Plan Updates


- Email update from Office of the President to bring awareness to this phase of our process.
- Create a survey and distribute, understanding the limits of surveys as a method for reaching all areas of our campus community.
- Capture input in person to hard-to-reach groups like staff who do not work at a computer and students who might not be aware of the normal sustainability engagements.
- Leverage the existing Sustainability Engagement arenas, such as the Sustainability Round Table, SEJF workshops, Websites, social media, and possibly a University Social Media takeover.
- Coordinate with University Residences, Associated Students, and Union Leadership, Multicultural Center, Coastal Salish Sea Institute, and University Community Relations for input and support.

Minutes - President's Sustainability Council 2023 Work Plan

- Now that the Sustainability Action Plan status and metrics update phase of our work is concluding we are planning to have established topics and focus areas that will be presented at each council meeting.
- A sample agenda of topics was shared (refer to the slides) so that all members could have input and make suggestions. Feedback was as follows:



Minutes - President's Sustainability Council 2023 Work Plan

- We should skip one monthly meeting in the Summer as faculty are not working then typically.
 - Investments should be added as a focus area.
 - The committee members were asked to review the sample agenda's and provide any feedback, specific changes, or ideas before the next meeting so the tentative agenda can be published. Changes are anticipated as new information and working group topics are identified.
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Minutes - Discussion topic: Human Resources Consideration of Sustainability for Key Leadership Positions

- The committee discussed the success that having sustainability included as an evaluation point for key leadership positions has been successful in gaining leadership support for the activities and actions related to the sustainability goals of the university.
- Discussion regarding what level of position this review should take place for and how that would be structured was discussed. The discussion concluded the following:

Minutes - Discussion topic: Human Resources Consideration of Sustainability for Key Leadership Positions

- Key AVP or higher positions should have sustainability qualifications and orientation reviewed by someone on the committee or designated by the committee to complete that assessment.
- Adding additional statements to the existing statements and interview process was deemed to be overly burdensome, and the assessment of this qualification can likely be ascertained through the existing interview processes.
- Having HR aware of this vetting and establishing processes for who is appointed to lead that effort and what policies, or standard operating practices are needed to ensure the sustainability qualifications vetting is included in HR's processes.
- Craig Dunn has been involved in these searches and will begin formulating recommendations for HR and determining what this might look like in policy and practice.

Tasks and Assignments

- Sustainability Work Plan (Grace Wang):
 - Confirm the tentative meeting topics for the remainder of the calendar year with the committee before next meeting and distribute an agenda for the next meeting topic.
- Sustainability Action Plan (SAP) Engagement Phase (Lindsey MacDonald):
 - Lead a cohort of the PSC committee members to establish the Western community engagement plan regarding the proposed changes to the SAP.
 - Support staff and membership from committee members or designees' individuals in their business units who can support the planning and facilitating of these sessions.
- Key Positions Hiring Process (Craig Dunn):
 - o Develop a sustainability vetting process for the interview and qualifications process of hiring key leadership positions. Coordinate these ideas with HR to establish policy or standard operating procedure to enact the recommendations once established.