

**Ball State University
Unit-level Sustainability Planning**

[as mandated in Goal IV_F of the 2007-2012 Ball State University Strategic Plan]

A Sustainability Plan
for the
Department of Accounting

Submitted to
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Provost and Vice-President for Academic Affairs

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Achievements to Date

The following are our short-form question responses within the categories of Governance and Administration, Operations, Curriculum and Research, and Community Service and Outreach. In developing these short-form responses, we are pleased to report significant achievements in these areas and have identified opportunities for further development/transformation.

[Provide brief descriptions for each affirmative or goal response]

Governance and Administration

Y N Goal

X **1.** The unit has standing committees to address issues of sustainability.

The department has no standing committees but will assign a sustainability advocate to keep us aware of current practices and newsworthy changes.

Y N Goal

X **2.** The unit gives assigned load and/or a staff position dedicated to sustainability initiatives.

We do not currently provide assigned load nor do we have a staff position dedicated to sustainability initiatives.

Y N Goal

X **X** **3.** The unit has established policies that encourage sustainability initiatives.

The departmental faculty is aware of the university's adopted statement on sustainability (www.bsu.edu/sustainability) and intends to develop a policy to encourage sustainability initiatives.

Y N Goal

X **X** **4.** The unit has sustainability integrated into its mission statement.

The department will consider the possibility of integrating a statement on sustainability into its mission statement during its next revision.

Y N Goal

X **5.** The unit maintains active membership in organizations engaged in promoting sustainability.

The department faculty and staff are aware of the university's membership in the Association for the Advancement of Sustainability in Higher Education; however, the department doesn't maintain active membership in such organizations. One of the faculty members, however, is an active member of an organization that promotes sustainability.

Y N Goal

X **6.** The unit encourages and rewards research related to sustainability.

Faculty engaged in sustainability-related research are recognized through the promotion, tenure and merit review procedures.

Y N Goal

- X** 7. The unit encourages and rewards the integration of sustainability issues into course material.

The department added a segment on sustainability issues to our second accounting principles course this fall. All MCOB majors take the course. The graduate level managerial accounting seminar includes a strong emphasis on sustainability, as well as special projects dedicated to the area.

Operations

Y N Goal

- X** 1. The unit purchases/uses Energy Star Office and Telecommunications Equipment.

The equipment is selected at the university level. We will follow the university's lead in this area.

Y N Goal

- X** **X** 2. The unit has policies to restrict paper use.

When possible, we will encourage duplex photocopying and printing, use of electronic distribution of meeting agendas, minutes and related documents.

Y N Goal

- X** 3. The unit uses recycled paper.

Our department's attempts to use recycled paper have not been satisfactory thus far. Twice we've used recycled paper but both times it jammed our copy machine; we will periodically try again in case there are improvements in the area.

Y N Goal

- X** 4. The unit recycles all materials accepted by the university system.

We use the university's recycling waste system.

Y N Goal

- X** 5. The unit has appropriate recycling bins throughout its offices.

The departmental offices have a dual waste receptacle for faculty and staff to separate garbage from other recyclable materials (paper, glass, plastics).

Y N Goal

- X** 6. The unit has policies that encourage the use of teleconferencing capabilities to limit travel.

Although the faculty does periodically engage in teleconferences, we have no policy to encourage them in order to limit travel.

Y N Goal

- X** **X** 7. The unit specifies hybrid electric vehicles for travel.

Although the faculty, staff and students rarely use university vehicles, we will encourage all parties to request hybrid electric vehicles when using the university fleet.

Y N Goal

X X 8. The unit shows preference for sustainable lodging for professional travel.

Since many of the faculty didn't realize such lodging was available, we need to become more informed about the option for future action.

Y N Goal

X 9. The unit uses washable dinner/service ware for its meetings/receptions.

Typically, the department does use washable dinner/service ware for its meeting/receptions.

Y N Goal

X 10. The unit purchases/uses remanufactured office furniture.

We do not purchase or use remanufactured office furniture.

Y N Goal

X X 11. The unit purchases/uses sustainable materials for office furnishings.

We will purchase or use sustainable materials for office furnishings as soon as the prices are more competitive.

Y N Goal

X 12. The unit discourages the use of single-occupant automobile travel.

Our faculty is encouraged to carpool, when possible, for travels to conferences.

Y N Goal

X X 13. Classroom, Office and/or Restroom lighting for the unit is controlled by occupancy sensors.

Our faculty is encouraged to request that all offices and classrooms be outfitted with occupancy sensors.

Y N Goal

X 14. The unit's thermostats are set to minimize energy use for heating and cooling.

The university controls our thermostats. We request the thermostats be changed only when the rooms are uncomfortably hot or cold.

Curriculum

Y N Goal

X 1. The unit has courses dedicated to issues related to sustainability.

The department has no course dedicated to sustainability issues.

Y N Goal

X 2. The unit has courses with sustainability content.

One (1) course in the undergraduate curriculum (ACC 202) and one (1) course in the graduate curriculum (ACC 665) address sustainability as part of the course content.

Y N Goal

- X** **3.** The unit has courses in which students are encouraged to address sustainability issues in their assignments.

The faculty of ACC 202 and ACC 665 provide assignments that address sustainability issues.

Y N Goal

- X** **4.** The unit recognizes sustainability courses from other departments as legitimate electives for credit in its programs.

We have no place in our major for such electives although they could be used as general electives or business electives.

Y N Goal

- X** **5.** The unit has dedicated sustainability courses that can be taken for credit as part of a major or minor outside of the unit.

We offer no such courses dedicated to sustainability.

Research

Y N Goal

- X** **1.** Members of the unit have conducted research on issues of sustainability in their discipline.

Two (2) of our faculty have directly engaged in research on sustainability.

Y N Goal

- X** **2.** Members of the unit have published on issues of sustainability in their discipline.

One of the faculty has published on issues of sustainability.

Y N Goal

- X** **3.** Members of the unit attend conferences that address issues of sustainability.

One of the faculty has attended conferences that address issues of sustainability.

Y N Goal

- X** **4.** Members of the unit belong to associations dedicated to sustainability issues.

One of the faculty belongs to associations dedicated to sustainability issues.

Y N Goal

- X** **X** **5.** The unit has hosted workshops on issues of sustainability.

The department has not hosted workshops on issues of sustainability, but has tentative plans to do so in 2010.

Y N Goal

- X** **6.** The unit has hosted conferences on issues of sustainability.

The department has not hosted any conferences on issues of sustainability.

Community Service and Outreach**Y N Goal**

- X** **1.** The unit engages in public and/or outreach activities that address issues of sustainability.

The department doesn't currently engage in public and/or outreach activities that address issues of sustainability.

Y N Goal

- X** **2.** The unit is in partnership with others in the community in the pursuit of sustainability.

The department doesn't currently partner with others in the community in the pursuit of sustainability.

Y N Goal

- X** **3.** The unit participates in community events that address issues of sustainability.

The department doesn't currently participate in community events that address issues of sustainability.

Y N Goal

- X** **4.** The unit has initiated community endeavors in pursuit of sustainability.

The department has not initiated community endeavors in pursuit of sustainability.

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Existing conditions as baseline (data as available)

In preparing our short-form responses to the questions in the previous section, we accumulated the following data sets. These comprise the numerical underpinnings specific to our *Sample Department.*

A List of Academic Offerings

Topical Sustainability Lectures

Topical Sustainability Modules

Sustainability Courses

Sustainability Programs

Sustainability Concentration

Sustainability Degree Offerings

Sustainability Immersive On-and Off-Campus Experiences

Existing conditions as baseline (data as available)

A List of Faculty, Staff and Student Activities

Professional Academic Organizations

BSU faculty currently hold membership in:

<i>AASHE</i>	<i>Association for the Advancement of Sustainability in Higher Education</i>
<i>ULSF</i>	<i>University Leaders for Sustainable Future</i>
<i>USPESD</i>	<i>US Partnership for Education for Sustainable Development</i>
<i>HEASC</i>	<i>Higher Education Associations Sustainability Consortium</i>
<i>USGBC</i>	<i>US Green Building Council</i>

Professional Staff Organizations

BSU staffs currently hold membership in:

<i>ACE</i>	<i>American Council on Education</i>	<i>SCUP</i>	<i>College and University Planners</i>
<i>AACU</i>	<i>Association of American Colleges and Universities</i>	<i>ACUI</i>	<i>Student Unions</i>
<i>AACC</i>	<i>American Association of Community Colleges</i>	<i>ACPA</i>	<i>Student Life</i>
<i>AASCU</i>	<i>American Assoc. State Colleges and Universities</i>	<i>NACUFS</i>	<i>Nat. Assoc of C and U Food Services</i>
<i>ACUHO</i>	<i>Housing Officers</i>	<i>ACEED-I</i>	<i>Events and Conference Directors</i>
<i>NAEB</i>	<i>Educational Buyers</i>	<i>NACS</i>	<i>Campus Stores</i>
<i>APPA</i>	<i>Facilities Directors</i>		
<i>NACUBO</i>	<i>Business Officers</i>		

Student Associations and Clubs

student clubs at BSU include:

<i>AIAS</i>	<i>American Institute of Architecture Students</i>
<i>ASLAS</i>	<i>American Society of Landscape Architecture Students</i>
<i>EGB</i>	<i>Emerging Green Builders</i>
<i>EAT</i>	<i>Environmental Action Team</i>
<i>NRC</i>	<i>Natural Resources Environmental Management Club</i>
<i>SSC</i>	<i>Students for Sustainable Campus</i>

Hybrid Fleet Vehicle Use

The university now has eight (8) hybrid electric vehicles and sixty-five (65) E85 vehicles for use by faculty, staff and students

Hybrid Electric Shuttle Bus Use

The university currently has half of its bio-diesel fleet as hybrid-electric shuttle buses and ideally may acquire a fully electric vehicle at some point in the future.

Bicycling

Linkage of the university properties to the "Rails to Trails System" for bikeway access offers great promise.

Carpooling

Some faculty carpool from the outskirts of Delaware County, and/or Indianapolis.

MITS Bio-Diesel Bus Use

Faculty, students and staff can ride the MITS bio-diesel bus service at no expense.

Conference Travel; Carbon Offset Purchases (and others...)

A technical advisory developed by Tufts University is available describing carbon offset programs, some of which are more directly verifiable than others.

Existing conditions as baseline (data as available)

A List of Operational Commitments in the Building(s) We Occupy

Building Use: Lamps, Occupancy Sensors, Waterless Urinals

As an advisory...

- *Down lamps in buildings should use compact fluorescent bulbs with highly reflective housings;*
- *T12 fluorescent lamps in buildings should be replaced with T8 and/or T5 lamp fixtures.*
- *Rooms in buildings should be outfitted with motion sensors to turn lights off when unoccupied.*
- *Waterless urinals have been installed in the Letterman building and the Energy Center.*

Material Use/Recycling: Paper, Water, Cartridges, Cans, Glass, Wet Garbage

As an advisory...

- *The university stocks 30% post consumer content and 100% recycled content recycled paper.*
- *Many personnel on campus make use of recycled ink jet cartridges in their printers.*
- *The university maintains a co-mingled recycled waste system.*
- *Wet garbage in the dining service area could be targeted for composting.*

Food Use/Recycling: Local Sourcing, Washable Dinnerware

As an advisory...

- *The last two (2) Greening of the Campus Conferences sourced the breakfast, lunch and dinner menus from 100 Indiana farms participating in a “Farm to Campus” supply chain.*
- *Washable dinnerware is used by a number of departments on campus in lieu of waste generating paper, plastic and Styrofoam materials.*

Goals

Given our assessment of where things stand, we have identified the following goals for our unit.

Governance and Administration

Create a standing sustainability committee elected from colleagues and appointed by chair.

Integrate a statement on sustainability into the departmental mission statement.

Operations

Request information on Energy Star rated equipment through University purchasing.

Request washable dinner/service ware for the following meetings and receptions.

Request that all restrooms, offices and classrooms be outfitted with occupancy sensors.

Ask facilities personnel to check thermostat settings.

Curriculum

Allow students to credit ID250 and/or ID400 toward current degree offerings in our department.

Research

Host a departmental workshop on sustainability.

Expand the number of faculty attending conferences that address issues of sustainability.

Expand participation by faculty in research related to sustainability.

Community Service and Outreach

Expand participation by faculty in the Business Fellows Program.

Expand community outreach through broader participation in the following programs:

Implementation

We have aligned specific action items with the 5-year cycling of the Strategic Plan and anticipate being able to move forward in the respective categorical areas, as described below.

2008	Action Items	Resource Needs
	<p>Governance and Administration <i>Create a standing sustainability committee elected from colleagues and appointed by chair.</i></p> <p>Operations <i>Request information on Energy Star rated equipment through University purchasing.</i></p> <p><i>Request washable dinner/service ware for the following meetings and receptions.</i></p> <p><i>Request that all restrooms, offices and classrooms be outfitted with occupancy sensors.</i> <i>Ask facilities personnel to check thermostat settings.</i></p> <p>Curriculum <i>Allow students to credit ID250 and/or ID400 toward current degree offerings in our department.</i></p>	
	<p>Research <i>Host a departmental workshop on sustainability.</i></p> <p><i>Expand the number of faculty attending conferences that address issues of sustainability.</i></p> <p><i>Expand participation by faculty in research related to sustainability.</i></p>	<p style="text-align: right;">.25 FTE</p> <p style="text-align: right;">\$ 2000.</p>
	<p>Community Service and Outreach <i>Expand participation by faculty in the Business Fellows Program.</i></p>	

2009	Action Items	Resource Needs
	<p>Governance and Administration <i>Integrate a statement on sustainability into the departmental mission statement.</i></p> <p><i>Ask faculty to purchase carbon offsets for conference travel.</i></p>	\$20. per trip
	Operations	
	Curriculum	
	<p>Research</p> <p><i>Expand the number of faculty attending conferences that address issues of sustainability.</i></p> <p><i>Expand participation by faculty in research related to sustainability.</i></p>	\$ 2000.
	<p>Community Service and Outreach <i>Expand participation by faculty in the Business Fellows Program.</i></p>	

2010	Action Items	Resource Needs
	Governance and Administration	
	<i>Ask faculty to purchase carbon offsets for conference travel.</i>	<i>\$20. per trip</i>
	Operations	
	<i>Request washable dinner/service ware for the following meetings and receptions.</i>	
	Curriculum	
	Research	
	<i>Expand the number of faculty attending conferences that address issues of sustainability.</i>	<i>.25 FTE</i>
	<i>Expand participation by faculty in research related to sustainability.</i>	<i>.25 FTE</i>
	Community Service and Outreach	<i>\$2000.</i>
	<i>Expand participation by faculty in the Business Fellows Program.</i>	

2011	Action Items	Resource Needs
	Governance and Administration	
	<i>Ask faculty to purchase carbon offsets for conference travel.</i>	\$20. per trip
	Operations	
	<i>Request washable dinner/service ware for the following meetings and receptions.</i>	
	Curriculum	
	<i>Host a lecture series on Sustainability.</i>	\$5000.
	Research	
	<i>Expand the number of faculty attending conferences that address issues of sustainability.</i>	\$2000.
	<i>Expand participation by faculty in research related to sustainability.</i>	
	Community Service and Outreach	
	<i>Expand participation by faculty in the Business Fellows Program.</i>	

2012	Action Items	Resource Needs
	Governance and Administration	
	<i>Ask faculty to purchase carbon offsets for conference travel.</i>	<i>\$20. Per trip</i>
	Operations	
	Curriculum	
	<i>Establish a Sustainability Certificate Program</i>	<i>1.0 FTE</i>
	Research	
	<i>Expand the number of faculty attending conferences that address issues of sustainability.</i>	<i>\$2000.</i>
	<i>Expand participation by faculty in research related to sustainability.</i>	
	Community Service and Outreach	
	<i>Expand participation by faculty in the Business Fellows Program.</i>	