

**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

Directorship of Dr. Steve Jones
Center for Communication Information and Communication Sciences
(CICS)
College of Communication, Information and Media

Submitted to
Dr. Terry King
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

☐ ☐ ☒ 1. The unit has standing committees to address issues of sustainability.

Currently, only one person but at the end of the semester that person will report plans and ideas to director who is determined to increase sustainability.

Y N Goal

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

Graduate assistant (GA) of the director has this position currently.

Y N Goal

☐ ☐ ☒ 3. The unit has established policies that encourage sustainability initiatives.

This is the first year we have had a sustainability position. This person will present findings and these findings should give way to goals.

Y N Goal

☐ ☒ ☐ 4. The unit has sustainability integrated into its mission statement.

Y N Goal

☐ ☐ ☒ 5. The unit maintains active membership in organizations engaged in promoting sustainability.

Currently, only the director's GA does

Y N Goal

☒ ☐ ☐ 6. The unit encourages and rewards research related to sustainability.

The director and associate director are always encouraging to students interested in sustainability.

Y N Goal

☒ ☐ ☐ 7. The unit encourages and rewards the integration of sustainability issues into course material.

The director is really working on this and even larger strides will be made next year.

Operations**Y N Goal**☐ ☒ ☐ 1. The unit purchases/uses Energy Star Office and Telecommunications Equipment.

The unit has no control over purchasing

Y N Goal☐ ☒ ☐ 2. The unit has policies to restrict paper use.

No specific rules, however it is encouraged

Y N Goal☒ ☐ ☐ 3. The unit uses recycled paper.

The director and associate director try to whenever possible and also promote it.

Y N Goal☒ ☐ ☐ 4. The unit recycles all materials accepted by the university system.**Y N Goal**☒ ☐ ☒ 5. The unit has appropriate recycling bins throughout its offices.

We have them in the heavy traffic areas but want to add them in other areas as well.

Y N Goal☐ ☐ ☒ 6. The unit has policies that encourage the use of teleconferencing capabilities to limit travel.

We don't have specific policies. However, we do have many rooms enabled with video conferencing and teleconferencing equipment that are frequently used.

Y N Goal☒ ☐ ☐ 7. The unit specifies hybrid electric vehicles for travel.

It is not often that cars are rented from the university, but when they are, the director requests a Prius.

Y N Goal☐ ☒ ☐ 8. The unit shows preference for sustainable lodging for professional travel.**Y N Goal**☒ ☐ ☒ 9. The unit uses washable dinner/service ware for its meetings/receptions.

Sometimes yes, sometimes no. It really depends on the situation.

Y N Goal

☒ ☐ ☐ **10.** The unit purchases/uses remanufactured office furniture.

Many pieces are salvaged or excess through inventory control.

Y N Goal

☐ ☒ ☐ **11.** The unit purchases/uses sustainable materials for office furnishings.

We have no control over this.

Y N Goal

☒ ☐ ☐ **12.** The unit discourages the use of single-occupant automobile travel.

Carpooling is encouraged for any out of class group meetings.

Y N Goal

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

Again, we have no control over this.

Y N Goal

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

We don't have control over thermostat settings either.

Curriculum

Y N Goal

☐ ☐ ☒ **1.** The unit has courses dedicated to issues related to sustainability.

We are working on creating a summer course for the summer 2012 semester directly about sustainability

Y N Goal

☐ ☐ ☒ **2.** The unit has courses with sustainability content.

Many courses are directly related with sustainability issues; however, we have the goal of making these connections more apparent.

Y N Goal

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

The summer course will have this and the director is also working on increasing this in current classes.

Y **N** **Goal**

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

There are no graduate level sustainability courses relatable to our curriculum, that the director is aware of.

Y **N** **Goal**

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

N/A

Research**Y N Goal**

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

One professor conducted research on the smart home and smart grid design system. The director's GA is also involved with this.

Y N Goal

- ☐ ☐ ☒ 2. Members of the unit have published on issues of sustainability in their discipline.

We will once the summer course is made official.

Y N Goal

- ☐ ☐ ☒ 3. Members of the unit attend conferences that address issues of sustainability.

This will be easily attainable because more and more people are realizing the information sector is directly related to sustainability.

Y N Goal

- ☒ ☐ ☐ 4. Members of the unit belong to associations dedicated to sustainability issues.

The directors GA is involved in more than one. Another GA has worked on issues like the living lightly fair.

Y N Goal

- ☐ ☐ ☒ 5. The unit has hosted workshops on issues of sustainability.

The director is committed to this goal. Some possibilities are GreenIT or the Smart Home design.

Y N Goal

- ☐ ☒ ☐ 6. The unit has hosted conferences on issues of sustainability.

Community Service and Outreach**Y N Goal**

☐ ☒ ☐ 1. The unit engages in public and/or outreach activities that address issues of sustainability.

To some extent, the summer course will deal with all these issues.

Y N Goal

☒ ☐ ☐ 2. The unit is in partnership with others in the community in the pursuit of sustainability.

The director is working with two other professors, alumni, and his GA on two projects related to sustainability. It is also a goal to increase this.

Y N Goal

☐ ☒ ☐ 3. The unit participates in community events that address issues of sustainability.

Y N Goal

☐ ☐ ☒ 4. The unit has initiated community endeavors in pursuit of sustainability.

A core class taught by the director strongly encourages volunteering for extra credit. We have the goal of framing the volunteer opportunity in a way that directly ties in the community and sustainability.

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 (pick one) Center, Institute, Department, College, Vice-Presidency.

A List of Academic Offerings

Topical Sustainability Lectures

Topical Sustainability Modules

Sustainability Courses

Will have a summer course offered on sustainability and IT.

Sustainability Programs

Sustainability Concentrations

Sustainability Degree Offerings

Sustainability Immersive On-and Off-Campus Experiences

Volunteer work drives community involvement with students.

Existing conditions as baseline (data as available)

A List of Faculty, Staff and Student Activities

Professional Academic Organizations

Many: HFI, ITERA, iDMAa, there are more. None are directly sustainability related though.

Professional Staff Organizations

Same as above. Many of the staff have created their own organizations.

Student Associations and Clubs

Same as above. The staff try to get students involved with their organizations.

Hybrid Fleet Vehicle Use

Hybrid Electric Shuttle Bus Use

Many use this system.

Bicycling

**Jay Gillette
Steve Jones
Numerous students**

Carpooling

Encouraged for group get-togethers

MITs Bio-Diesel Bus Use

Conference Travel; Carbon Offset Purchases (and 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

No control over this

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

Recycle whenever possible

Food Use/Recycling: Local Sourcing, Washable Dinnerware

Use both when possible

Goals

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

Governance and Administration

- Encourage sustainability
- Look into making more sustainable purchases
- Encourage sustainability integration into courses when applicable

Operations

- Benchmarking energy use
 - For the building and center if possible
 - An immediate goal

Curriculum

- Increase topic of efficiency in lectures
- Integrate sustainability into courses when possible
- Add sustainability courses
- Smart home design is related to saving energy. Goal here is to add on this.

Research

- Growth on research of smart home
- Work toward more sustainability research opportunities

Community Service and Outreach

- Frame the volunteer opportunity in ICS 620 slightly differently

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
	Governance and Administration *** Since concrete sustainability goals are in their first year in our program, we do not feel that we have the baseline information to make specific yearly goals at this point. Operations Curriculum Research Community Service and Outreach	

2009	Action Items	Resource Needs
	Governance and Administration	
	Operations	
	Curriculum	
	Research	
	Community Service and Outreach	

2010	Action Items	Resource Needs
	Governance and Administration	
	Operations	
	Curriculum	
	Research	
	Community Service and Outreach	

2011	Action Items	Resource Needs
	Governance and Administration	
	Operations	
	Curriculum	
	Research	
	Community Service and Outreach	

2012	Action Items	Resource Needs
Governance and Administration		
Operations		
Curriculum		
Research		
Community Service and Outreach		