

**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

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Vice-Presidency of Academic Affairs

Submitted to
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Provost and Vice-President for Academic Affairs

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[on or before]

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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.

Y N Goal

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

Y N Goal

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

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.

Y N Goal

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

Y N Goal

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

Operations**Y N Goal**

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

University computers provided meet the standard-nearly all this type equipment is through the university and no choice.

Y N Goal

2. The unit has policies to restrict paper use.

Widely used by faculty but no written policy. Copier use in past 3 years has been dramatically reduced.

Y N Goal

3. The unit uses recycled paper.

Individuals and scratch pads

Y N Goal

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

Currently recycle printer cartridges for monetary refund to the department. More would be recycled if more specified containers were conveniently available and education in use provided.

Y N Goal

5. The unit has appropriate recycling bins throughout its offices.

Only 2 sizes of office waste baskets but appropriate differential use of these has not been mentioned/identified for MANY years and doubtful that many use them correctly. Can more containers for plastic and glass be available on the floor?

Y N Goal

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

Departmental teleconferencing capability conveniently located has made 2 thesis defenses and several working research conferences possible. No written policy but all Faculty are aware of potential and past applications.

Y N Goal

7. The unit specifies hybrid electric vehicles for travel.

Y N Goal **8.** The unit shows preference for sustainable lodging for professional travel.

Not currently knowledgeable of these opportunities-conference locations usually dictate lodging choice-especially true when distance from lodging to conference site would negate any green savings.

Y N Goal **9.** The unit uses washable dinner/service ware for its meetings/receptions.

Not currently feasible for in-house lunches due to lack of storage space for re-usable dishes (versus paper) and space for clean-up (to say nothing of value of faculty/staff time to wash and dry all the dishes, heating water, or wastewater produced).

Y N Goal **10.** The unit purchases/uses remanufactured office furniture.

Department chemical stockroom was re-configured using items from university salvage-also used for Anatomy Study Room. Office furniture (new) purchased from choices available through Dan Stevenson's office (university).

Y N Goal **11.** The unit purchases/uses sustainable materials for office furnishings.

Purchase what university makes available through Dan Stevenson's office.

Y N Goal **12.** The unit discourages the use of single-occupant automobile travel.

Yes, when more than 1 person is traveling to the same location-budgetary consideration.

Y N Goal **13.** Classroom, Office and/or Restroom lighting for the unit is controlled by occupancy sensors.

Looking into this-Not a good idea for restrooms that do not have a high traffic volume (someone may be left sitting in the dark?) 2 non-arranged on a trail basis.

Y N Goal **14.** The unit's thermostats are set to minimize energy use for heating and cooling.

University sets them and individuals have no control over thermostat settings (even when too hot for comfort) in office or classrooms in our department area.

Curriculum**Y N Goal** 1. The unit has courses dedicated to issues related to sustainability.**Y N Goal** 2. The unit has courses with sustainability content.

HSC 160 Personal Health

HSC 180 Community Health

HSC 4/582 Environmental Health

Y N Goal 3. The unit has courses in which students are encouraged to address sustainability issues in their assignments.**Y N Goal** 4. The unit recognizes sustainability courses from other departments as legitimate electives for credit in its programs.**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.

Research**Y N Goal**

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

Y N Goal

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

Y N Goal

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

Y N Goal

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

Y N Goal

5. The unit has hosted workshops on issues of sustainability.

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.

Y N Goal
 2. The unit is in partnership with others in the community in the pursuit of sustainability.

In some way, the opposite: by promoting smoke free environments, stop smoking, improved health, we are working to prolong individual lives and therefore, increasing life expectancy as consumers!

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.

Unit Name _____
Date _____

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

Sustainability Programs

Sustainability Concentrations

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

Professional Staff Organizations

Student Associations and Clubs

Hybrid Fleet Vehicle Use: as assigned by transportation office

Hybrid Electric Shuttle Bus Use: faculty and staff walk in campus area

Bicycling

Carpooling: to in-state meetings and regional events as scheduling permits

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

2 occupancy lighting sensors have been ordered; if they prove feasible, all labs and classrooms will be equipped.

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

- Cartridges have been recycled for cash for nearly 2 years
- Printing on 2 sides is encouraged (when copier is operating correctly)
- Much 1-side use paper is converted to scratch pads

Food Use/Recycling: Local Sourcing, Washable Dinnerware

Food purchased locally (local to person providing it to the department); essentially no food waste since any “leftovers” are made available for students/faculty/staff/office visitors.

Goals

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

Governance and Administration

- Express a preference for recycled materials
- Add recognition of the importance of sustainability to the department mission statement

Operations

Request hybrid cars when traveling; teleconference instead of travel, when possible; encourage carpooling; request fluorescent bulbs to replace incandescent; sensor lighting trial; continue to encourage and support electronic communication with faculty, staff, and students; if paper is necessary, use both sides (encourage); adopt laptops whenever feasible (with rechargeable batteries rather than expensive replaceable ones); increase use of recycling bins.

Curriculum

When appropriate, encourage faculty to include the topic of sustainability

Research

Community Service and Outreach

Continue to promote public health through faculty engagement and student projects benefiting the wider community.

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	
	Operations	
	Continue to promote the availability of teleconferencing	None
	Curriculum	
	Research	
	Community Service and Outreach	
	HSC 396 students to provide public health materials to BMH etc.	Additional student wages for lab support (est. \$58.50/wk. for 12 wks)

2009	Action Items	Resource Needs
	Governance and Administration	
	Operations	
	Extend use of sensor lighting if it proves feasible in class-Rooms and labs	None
	Curriculum	
	Research	
	Community Service and Outreach	

2010	Action Items	Resource Needs
	Governance and Administration	
	<p>Operations Continue to support electronic communication instead of paper whenever possible</p>	None
	Curriculum	
	Research	
	Community Service and Outreach	

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