

**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  
Division of Student Affairs

Submitted to  
Dr. Terry King  
Provost and Vice-President for Academic Affairs

31 January, 2008

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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]

### CAREER CENTER

#### Governance and Administration

- | Y                        | N                                   | Goal                                                                                                                       |
|--------------------------|-------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 1. The unit has standing committees to address issues of sustainability.                          |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 2. The unit gives assigned load and/or a staff position dedicated to sustainability initiatives.  |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 3. The unit has established policies that encourage sustainability initiatives.                   |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 4. The unit has sustainability integrated into its mission statement.                             |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 5. The unit maintains active membership in organizations engaged in promoting sustainability.     |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 6. The unit encourages and rewards research related to sustainability.                            |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 7. The unit encourages and rewards the integration of sustainability issues into course material. |

#### Operations

- | Y                                   | N                                   | Goal                                                                                                                       |
|-------------------------------------|-------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 1. The unit purchases/uses Energy Star Office and Telecommunications Equipment.                   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 2. The unit has policies to restrict paper use.                                                   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 3. The unit uses recycled paper.                                                                  |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 4. The unit recycles all materials accepted by the university system.                             |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 5. The unit has appropriate recycling bins throughout its offices.                                |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 6. The unit has policies that encourage the use of teleconferencing capabilities to limit travel. |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 7. The unit specifies hybrid electric vehicles for travel.                                        |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 8. The unit shows preference for sustainable lodging for professional travel.                     |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 9. The unit uses washable dinner/service ware for its meetings/receptions.                        |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 10. The unit purchases/uses remanufactured office furniture.                                      |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 11. The unit purchases/uses sustainable materials for office furnishings.                         |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 12. The unit discourages the use of single-occupant automobile travel.                            |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 13. Classroom, Office and/or Restroom lighting for the unit is controlled by occupancy sensors.   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 14. The unit's thermostats are set to minimize energy use for heating and cooling.                |

#### Curriculum

- | Y                        | N                                   | Goal                                                                                                                                     |
|--------------------------|-------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 1. The unit has courses dedicated to issues related to sustainability.                                          |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 2. The unit has courses with sustainability content.                                                            |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 3. The unit has courses in which students are encouraged to address sustainability issues in their assignments. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 4. The unit recognizes sustainability courses from other departments as legitimate                              |

- electives for credit in its programs.
- ☐ ☒ ☐ 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.
- ☐ ☒ ☐ 2. Members of the unit have published on issues of sustainability in their discipline.
- ☐ ☒ ☐ 3. Members of the unit attend conferences that address issues of sustainability.
- ☐ ☒ ☐ 4. Members of the unit belong to associations dedicated to sustainability issues.
- ☐ ☒ ☐ 5. The unit has hosted workshops on issues of sustainability.
- ☐ ☒ ☐ 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.
- ☐ ☒ ☐ 2. The unit is in partnership with others in the community in the pursuit of sustainability.
- ☐ ☒ ☐ 3. The unit participates in community events that address issues of sustainability.
- ☐ ☒ ☐ 4. The unit has initiated community endeavors in pursuit of sustainability.

## **COUNSELING & HEALTH SERVICES**

### **Governance and Administration**

**Y N Goal**

- ☐ ☒ ☐ 1. The unit has standing committees to address issues of sustainability.
- ☐ ☒ ☐ 2. The unit gives assigned load and/or a staff position dedicated to sustainability initiatives.
- ☐ ☒ ☐ 3. The unit has established policies that encourage sustainability initiatives.
- ☐ ☒ ☐ 4. The unit has sustainability integrated into its mission statement.
- ☐ ☒ ☐ 5. The unit maintains active membership in organizations engaged in promoting sustainability.
- ☐ ☒ ☐ 6. The unit encourages and rewards research related to sustainability.
- ☐ ☒ ☐ 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.
- ☐ ☒ ☐ 2. The unit has policies to restrict paper use.
- ☒ ☐ ☐ 3. The unit uses recycled paper.
- ☐ ☒ ☐ 4. The unit recycles all materials accepted by the university system.
- ☐ ☒ ☐ 5. The unit has appropriate recycling bins throughout its offices.
- ☒ ☐ ☐ 6. The unit has policies that encourage the use of teleconferencing capabilities to limit travel.
- ☐ ☒ ☐ 7. The unit specifies hybrid electric vehicles for travel.
- ☐ ☒ ☐ 8. The unit shows preference for sustainable lodging for professional travel.

- ☒ ☐ ☐ 9. The unit uses washable dinner/service ware for its meetings/receptions.  
☒ ☐ ☐ 10. The unit purchases/uses remanufactured office furniture.  
☒ ☐ ☐ 11. The unit purchases/uses sustainable materials for office furnishings.  
☐ ☒ ☐ 12. The unit discourages the use of single-occupant automobile travel.  
☐ ☒ ☐ 13. Classroom, Office and/or Restroom lighting for the unit is controlled by occupancy sensors.  
☐ ☒ ☐ 14. The unit's thermostats are set to minimize energy use for heating and cooling.

### **Curriculum**

- | Y                        | N                                   | Goal                                                                                                                                                    |
|--------------------------|-------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 1. The unit has courses dedicated to issues related to sustainability.                                                         |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 2. The unit has courses with sustainability content.                                                                           |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 3. The unit has courses in which students are encouraged to address sustainability issues in their assignments.                |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 4. The unit recognizes sustainability courses from other departments as legitimate electives for credit in its programs.       |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 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                                                                                                                     |
|--------------------------|-------------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 1. Members of the unit have conducted research on issues of sustainability in their discipline. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 2. Members of the unit have published on issues of sustainability in their discipline.          |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 3. Members of the unit attend conferences that address issues of sustainability.                |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 4. Members of the unit belong to associations dedicated to sustainability issues.               |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 5. The unit has hosted workshops on issues of sustainability.                                   |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 6. The unit has hosted conferences on issues of sustainability.                                 |

### **Community Service and Outreach**

- | Y                        | N                                   | Goal                                                                                                                     |
|--------------------------|-------------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 1. The unit engages in public and/or outreach activities that address issues of sustainability. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 2. The unit is in partnership with others in the community in the pursuit of sustainability.    |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 3. The unit participates in community events that address issues of sustainability.             |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 4. The unit has initiated community endeavors in pursuit of sustainability.                     |

## **DEPARTMENT OF PUBLIC SAFETY**

### **Governance and Administration**

- | Y                        | N                                   | Goal                                                                                                                      |
|--------------------------|-------------------------------------|---------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 1. The unit has standing committees to address issues of sustainability.                         |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 2. The unit gives assigned load and/or a staff position dedicated to sustainability initiatives. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 3. The unit has established policies that encourage sustainability initiatives.                  |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 4. The unit has sustainability integrated into its mission statement.                            |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 5. The unit maintains active membership in organizations engaged in promoting sustainability.    |

- ☐ ☒ ☐ 6. The unit encourages and rewards research related to sustainability.  
☐ ☒ ☐ 7. The unit encourages and rewards the integration of sustainability issues into course material.

### **Operations**

- | Y                                   | N                                   | Goal                                                                                                                       |
|-------------------------------------|-------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 1. The unit purchases/uses Energy Star Office and Telecommunications Equipment.                   |
| <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> 2. The unit has policies to restrict paper use.                                        |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 3. The unit uses recycled paper.                                                                  |
| <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> 4. The unit recycles all materials accepted by the university system.                  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 5. The unit has appropriate recycling bins throughout its offices.                                |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 6. The unit has policies that encourage the use of teleconferencing capabilities to limit travel. |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 7. The unit specifies hybrid electric vehicles for travel.                                        |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 8. The unit shows preference for sustainable lodging for professional travel.                     |
| <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> 9. The unit uses washable dinner/service ware for its meetings/receptions.             |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 10. The unit purchases/uses remanufactured office furniture.                                      |
| <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/> 11. The unit purchases/uses sustainable materials for office furnishings.                         |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 12. The unit discourages the use of single-occupant automobile travel.                            |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 13. Classroom, Office and/or Restroom lighting for the unit is controlled by occupancy sensors.   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 14. The unit's thermostats are set to minimize energy use for heating and cooling.                |

### **Curriculum**

- | Y                        | N                                   | Goal                                                                                                                                                    |
|--------------------------|-------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 1. The unit has courses dedicated to issues related to sustainability.                                                         |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 2. The unit has courses with sustainability content.                                                                           |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 3. The unit has courses in which students are encouraged to address sustainability issues in their assignments.                |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 4. The unit recognizes sustainability courses from other departments as legitimate electives for credit in its programs.       |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 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                                                                                                                     |
|--------------------------|-------------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 1. Members of the unit have conducted research on issues of sustainability in their discipline. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 2. Members of the unit have published on issues of sustainability in their discipline.          |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 3. Members of the unit attend conferences that address issues of sustainability.                |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 4. Members of the unit belong to associations dedicated to sustainability issues.               |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 5. The unit has hosted workshops on issues of sustainability.                                   |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 6. The unit has hosted conferences on issues of sustainability.                                 |

### **Community Service and Outreach**

- | Y                        | N                        | Goal                                                                                                                                |
|--------------------------|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> 1. The unit engages in public and/or outreach activities that address issues of sustainability. |

- ☐ ☐ ☒ 2. The unit is in partnership with others in the community in the pursuit of sustainability.  
☒ ☐ ☐ 3. The unit participates in community events that address issues of sustainability.  
☐ ☒ ☐ 4. The unit has initiated community endeavors in pursuit of sustainability.

## DISABLED STUDENT DEVLEOPMENT

### Governance and Administration

- | Y                        | N                                   | Goal                                                                                                                       |
|--------------------------|-------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 1. The unit has standing committees to address issues of sustainability.                          |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 2. The unit gives assigned load and/or a staff position dedicated to sustainability initiatives.  |
| <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> 3. The unit has established policies that encourage sustainability initiatives.        |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 4. The unit has sustainability integrated into its mission statement.                             |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 5. The unit maintains active membership in organizations engaged in promoting sustainability.     |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 6. The unit encourages and rewards research related to sustainability.                            |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 7. The unit encourages and rewards the integration of sustainability issues into course material. |

### Operations

- | Y                        | N                                   | Goal                                                                                                                                |
|--------------------------|-------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 1. The unit purchases/uses Energy Star Office and Telecommunications Equipment.                            |
| <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> 2. The unit has policies to restrict paper use.                                                 |
| <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> 3. The unit uses recycled paper.                                                                |
| <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> 4. The unit recycles all materials accepted by the university system.                           |
| <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> 5. The unit has appropriate recycling bins throughout its offices.                              |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 6. The unit has policies that encourage the use of teleconferencing capabilities to limit travel.          |
| <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> 7. The unit specifies hybrid electric vehicles for travel.                                      |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 8. The unit shows preference for sustainable lodging for professional travel.                              |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 9. The unit uses washable dinner/service ware for its meetings/receptions.                                 |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 10. The unit purchases/uses remanufactured office furniture.                                               |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 11. The unit purchases/uses sustainable materials for office furnishings.                                  |
| <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> 12. The unit discourages the use of single-occupant automobile travel.                          |
| <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> 13. Classroom, Office and/or Restroom lighting for the unit is controlled by occupancy sensors. |
| <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> 14. The unit's thermostats are set to minimize energy use for heating and cooling.              |

### Curriculum

- | Y                        | N                        | Goal                                                                                                                                                    |
|--------------------------|--------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> 1. The unit has courses dedicated to issues related to sustainability.                                                         |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> 2. The unit has courses with sustainability content.                                                                           |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> 3. The unit has courses in which students are encouraged to address sustainability issues in their assignments.                |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> 4. The unit recognizes sustainability courses from other departments as legitimate electives for credit in its programs.       |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> 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**

- | <b>Y</b>                 | <b>N</b>                 | <b>Goal</b>                                                                                                              |
|--------------------------|--------------------------|--------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> 1. Members of the unit have conducted research on issues of sustainability in their discipline. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> 2. Members of the unit have published on issues of sustainability in their discipline.          |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> 3. Members of the unit attend conferences that address issues of sustainability.                |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> 4. Members of the unit belong to associations dedicated to sustainability issues.               |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> 5. The unit has hosted workshops on issues of sustainability.                                   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> 6. The unit has hosted conferences on issues of sustainability.                                 |

**Community Service and Outreach**

- | <b>Y</b>                 | <b>N</b>                            | <b>Goal</b>                                                                                                              |
|--------------------------|-------------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 1. The unit engages in public and/or outreach activities that address issues of sustainability. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 2. The unit is in partnership with others in the community in the pursuit of sustainability.    |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 3. The unit participates in community events that address issues of sustainability.             |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 4. The unit has initiated community endeavors in pursuit of sustainability.                     |

**DEPARTMENT OF STUDENT LIFE** (Including Student Legal Services)**Governance and Administration**

- | <b>Y</b>                            | <b>N</b>                            | <b>Goal</b>                                                                                                                |
|-------------------------------------|-------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 1. The unit has standing committees to address issues of sustainability.                          |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 2. The unit gives assigned load and/or a staff position dedicated to sustainability initiatives.  |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 3. The unit has established policies that encourage sustainability initiatives.                   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 4. The unit has sustainability integrated into its mission statement.                             |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 5. The unit maintains active membership in organizations engaged in promoting sustainability.     |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 6. The unit encourages and rewards research related to sustainability.                            |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 7. The unit encourages and rewards the integration of sustainability issues into course material. |

*The EdHi 402 course taught in this department focuses on global leadership, and sustainability is one of the topics covered.*

**Operations**

- | <b>Y</b>                            | <b>N</b>                            | <b>Goal</b>                                                                                                                                                                                                                    |
|-------------------------------------|-------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 1. The unit purchases/uses Energy Star Office and Telecommunications Equipment.                                                                                                                       |
| <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> 2. The unit has policies to restrict paper use.<br><i>Although not an established policy, staff are encouraged to send information electronically or post on our shared network drive.</i> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 3. The unit uses recycled paper.                                                                                                                                                                      |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 4. The unit recycles all materials accepted by the university system.                                                                                                                                 |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 5. The unit has appropriate recycling bins throughout its offices.                                                                                                                                    |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 6. The unit has policies that encourage the use of teleconferencing capabilities to limit travel.                                                                                                     |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 7. The unit specifies hybrid electric vehicles for travel.                                                                                                                                            |



- |                                     |                                     |                          |                                                                                                 |
|-------------------------------------|-------------------------------------|--------------------------|-------------------------------------------------------------------------------------------------|
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 8. The unit shows preference for sustainable lodging for professional travel.                   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 9. The unit uses washable dinner/service ware for its meetings/receptions.                      |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 10. The unit purchases/uses remanufactured office furniture.                                    |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 11. The unit purchases/uses sustainable materials for office furnishings.                       |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 12. The unit discourages the use of single-occupant automobile travel.                          |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 13. Classroom, Office and/or Restroom lighting for the unit is controlled by occupancy sensors. |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 14. The unit's thermostats are set to minimize energy use for heating and cooling.              |

### **Curriculum**

- | <b>Y</b>                            | <b>N</b>                            | <b>Goal</b>              |
|-------------------------------------|-------------------------------------|--------------------------|
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |
1. The unit has courses dedicated to issues related to sustainability.
  2. The unit has courses with sustainability content.
- EdHi 402 (Global Leadership) includes discussion of global sustainability*
- |                                     |                                     |                          |
|-------------------------------------|-------------------------------------|--------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
3. The unit has courses in which students are encouraged to address sustainability issues in their assignments.
  4. The unit recognizes sustainability courses from other departments as legitimate electives for credit in its programs.
  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**

- | <b>Y</b>                 | <b>N</b>                            | <b>Goal</b>              |
|--------------------------|-------------------------------------|--------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
1. Members of the unit have conducted research on issues of sustainability in their discipline.
  2. Members of the unit have published on issues of sustainability in their discipline.
  3. Members of the unit attend conferences that address issues of sustainability.
  4. Members of the unit belong to associations dedicated to sustainability issues.
  5. The unit has hosted workshops on issues of sustainability.
  6. The unit has hosted conferences on issues of sustainability.

### **Community Service and Outreach**

- | <b>Y</b>                 | <b>N</b>                            | <b>Goal</b>              |
|--------------------------|-------------------------------------|--------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
1. The unit engages in public and/or outreach activities that address issues of sustainability.
  2. The unit is in partnership with others in the community in the pursuit of sustainability.
  3. The unit participates in community events that address issues of sustainability.
  4. The unit has initiated community endeavors in pursuit of sustainability.

## **HOUSING & RESIDENCE LIFE**

### **Governance and Administration**

- | <b>Y</b>                            | <b>N</b>                            | <b>Goal</b>              |
|-------------------------------------|-------------------------------------|--------------------------|
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |
1. The unit has standing committees to address issues of sustainability.
  2. The unit gives assigned load and/or a staff position dedicated to sustainability initiatives.
  3. The unit has established policies that encourage sustainability initiatives.

- |                          |                                     |                          |                                                                                                   |
|--------------------------|-------------------------------------|--------------------------|---------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 4. The unit has sustainability integrated into its mission statement.                             |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 5. The unit maintains active membership in organizations engaged in promoting sustainability.     |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 6. The unit encourages and rewards research related to sustainability.                            |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 7. The unit encourages and rewards the integration of sustainability issues into course material. |

### **Operations**

- | Y                                   | N                                   | Goal                     |                                                                                                   |
|-------------------------------------|-------------------------------------|--------------------------|---------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 1. The unit purchases/uses Energy Star Office and Telecommunications Equipment.                   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 2. The unit has policies to restrict paper use.                                                   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 3. The unit uses recycled paper.                                                                  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 4. The unit recycles all materials accepted by the university system.                             |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 5. The unit has appropriate recycling bins throughout its offices.                                |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 6. The unit has policies that encourage the use of teleconferencing capabilities to limit travel. |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 7. The unit specifies hybrid electric vehicles for travel.                                        |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 8. The unit shows preference for sustainable lodging for professional travel.                     |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 9. The unit uses washable dinner/service ware for its meetings/receptions.                        |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 10. The unit purchases/uses remanufactured office furniture.                                      |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 11. The unit purchases/uses sustainable materials for office furnishings.                         |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 12. The unit discourages the use of single-occupant automobile travel.                            |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 13. Classroom, Office and/or Restroom lighting for the unit is controlled by occupancy sensors.   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 14. The unit's thermostats are set to minimize energy use for heating and cooling.                |

### **Curriculum**

- | Y                        | N                                   | Goal                     |                                                                                                                                |
|--------------------------|-------------------------------------|--------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 1. The unit has courses dedicated to issues related to sustainability.                                                         |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 2. The unit has courses with sustainability content.                                                                           |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 3. The unit has courses in which students are encouraged to address sustainability issues in their assignments.                |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 4. The unit recognizes sustainability courses from other departments as legitimate electives for credit in its programs.       |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 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                     |                                                                                                 |
|--------------------------|-------------------------------------|--------------------------|-------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 1. Members of the unit have conducted research on issues of sustainability in their discipline. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 2. Members of the unit have published on issues of sustainability in their discipline.          |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 3. Members of the unit attend conferences that address issues of sustainability.                |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 4. Members of the unit belong to associations dedicated to sustainability issues.               |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 5. The unit has hosted workshops on issues of sustainability.                                   |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 6. The unit has hosted conferences on issues of sustainability.                                 |

### **Community Service and Outreach**

Unit Name Student Affairs  
 Date 1/31/08

- | Y                                   | N                                   | Goal                                                                                                                     |
|-------------------------------------|-------------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 1. The unit engages in public and/or outreach activities that address issues of sustainability. |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 2. The unit is in partnership with others in the community in the pursuit of sustainability.    |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 3. The unit participates in community events that address issues of sustainability.             |
| <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> 4. The unit has initiated community endeavors in pursuit of sustainability.          |

## MULTICULTURAL CENTER

### Governance and Administration

- | Y                                   | N                                   | Goal                                                                                                                       |
|-------------------------------------|-------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 1. The unit has standing committees to address issues of sustainability.                          |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 2. The unit gives assigned load and/or a staff position dedicated to sustainability initiatives.  |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 3. The unit has established policies that encourage sustainability initiatives.                   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 4. The unit has sustainability integrated into its mission statement.                             |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 5. The unit maintains active membership in organizations engaged in promoting sustainability.     |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 6. The unit encourages and rewards research related to sustainability.                            |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 7. The unit encourages and rewards the integration of sustainability issues into course material. |

### Operations

- | Y                                   | N                                   | Goal                                                                                                                       |
|-------------------------------------|-------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 1. The unit purchases/uses Energy Star Office and Telecommunications Equipment.                   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 2. The unit has policies to restrict paper use.                                                   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 3. The unit uses recycled paper.                                                                  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 4. The unit recycles all materials accepted by the university system.                             |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 5. The unit has appropriate recycling bins throughout its offices.                                |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 6. The unit has policies that encourage the use of teleconferencing capabilities to limit travel. |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 7. The unit specifies hybrid electric vehicles for travel.                                        |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 8. The unit shows preference for sustainable lodging for professional travel.                     |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 9. The unit uses washable dinner/service ware for its meetings/receptions.                        |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 10. The unit purchases/uses remanufactured office furniture.                                      |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 11. The unit purchases/uses sustainable materials for office furnishings.                         |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 12. The unit discourages the use of single-occupant automobile travel.                            |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 13. Classroom, Office and/or Restroom lighting for the unit is controlled by occupancy sensors.   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 14. The unit's thermostats are set to minimize energy use for heating and cooling.                |

### Curriculum

- | Y                        | N                                   | Goal                                                                                                                                     |
|--------------------------|-------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 1. The unit has courses dedicated to issues related to sustainability.                                          |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 2. The unit has courses with sustainability content.                                                            |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 3. The unit has courses in which students are encouraged to address sustainability issues in their assignments. |

- ☐ ☒ ☐ 4. The unit recognizes sustainability courses from other departments as legitimate electives for credit in its programs.
- ☐ ☒ ☐ 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.
- ☐ ☒ ☐ 2. Members of the unit have published on issues of sustainability in their discipline.
- ☒ ☐ ☐ 3. Members of the unit attend conferences that address issues of sustainability.
- ☒ ☐ ☐ 4. Members of the unit belong to associations dedicated to sustainability issues.
- ☐ ☒ ☐ 5. The unit has hosted workshops on issues of sustainability.
- ☐ ☒ ☐ 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.
- ☒ ☐ ☐ 2. The unit is in partnership with others in the community in the pursuit of sustainability.
- ☒ ☐ ☐ 3. The unit participates in community events that address issues of sustainability.
- ☒ ☐ ☐ 4. The unit has initiated community endeavors in pursuit of sustainability.

## **STUDENT CENTER PROGRAMS**

### **Governance and Administration**

**Y N Goal**

- ☐ ☒ ☐ 1. The unit has standing committees to address issues of sustainability.
- ☐ ☒ ☐ 2. The unit gives assigned load and/or a staff position dedicated to sustainability initiatives.
- ☐ ☒ ☐ 3. The unit has established policies that encourage sustainability initiatives.
- ☐ ☐ ☒ 4. The unit has sustainability integrated into its mission statement.
- ☒ ☐ ☐ 5. The unit maintains active membership in organizations engaged in promoting sustainability.
- ☐ ☒ ☐ 6. The unit encourages and rewards research related to sustainability.
- ☐ ☐ ☐ 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.
- ☐ ☒ ☐ 2. The unit has policies to restrict paper use.
- ☒ ☐ ☐ 3. The unit uses recycled paper.
- ☒ ☐ ☐ 4. The unit recycles all materials accepted by the university system.
- ☒ ☐ ☐ 5. The unit has appropriate recycling bins throughout its offices.
- ☐ ☒ ☐ 6. The unit has policies that encourage the use of teleconferencing capabilities to limit travel.

- |                                     |                                     |                                     |                                                                                                 |
|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------------------------------------------------------------------|
| <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/>            | 7. The unit specifies hybrid electric vehicles for travel.                                      |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | 8. The unit shows preference for sustainable lodging for professional travel.                   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | 9. The unit uses washable dinner/service ware for its meetings/receptions.                      |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | 10. The unit purchases/uses remanufactured office furniture.                                    |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | 11. The unit purchases/uses sustainable materials for office furnishings.                       |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | 12. The unit discourages the use of single-occupant automobile travel.                          |
| <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 13. Classroom, Office and/or Restroom lighting for the unit is controlled by occupancy sensors. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | 14. The unit's thermostats are set to minimize energy use for heating and cooling.              |

### **Curriculum**

- | Y                        | N                                   | Goal                     |                                                                                                                                |
|--------------------------|-------------------------------------|--------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 1. The unit has courses dedicated to issues related to sustainability.                                                         |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 2. The unit has courses with sustainability content.                                                                           |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 3. The unit has courses in which students are encouraged to address sustainability issues in their assignments.                |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 4. The unit recognizes sustainability courses from other departments as legitimate electives for credit in its programs.       |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 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                     |                                                                                                 |
|--------------------------|-------------------------------------|--------------------------|-------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 1. Members of the unit have conducted research on issues of sustainability in their discipline. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 2. Members of the unit have published on issues of sustainability in their discipline.          |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 3. Members of the unit attend conferences that address issues of sustainability.                |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 4. Members of the unit belong to associations dedicated to sustainability issues.               |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 5. The unit has hosted workshops on issues of sustainability.                                   |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 6. The unit has hosted conferences on issues of sustainability.                                 |

### **Community Service and Outreach**

- | Y                        | N                                   | Goal                     |                                                                                                 |
|--------------------------|-------------------------------------|--------------------------|-------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 1. The unit engages in public and/or outreach activities that address issues of sustainability. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 2. The unit is in partnership with others in the community in the pursuit of sustainability.    |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 3. The unit participates in community events that address issues of sustainability.             |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 4. The unit has initiated community endeavors in pursuit of sustainability.                     |

## **STUDENT RIGHTS & COMMUNITY STANDARDS**

### **Governance and Administration**

- | Y                        | N                                   | Goal                     |                                                                                                  |
|--------------------------|-------------------------------------|--------------------------|--------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 1. The unit has standing committees to address issues of sustainability.                         |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 2. The unit gives assigned load and/or a staff position dedicated to sustainability initiatives. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 3. The unit has established policies that encourage sustainability initiatives.                  |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 4. The unit has sustainability integrated into its mission statement.                            |

- ☐ ☒ ☐ 5. The unit maintains active membership in organizations engaged in promoting sustainability.
- ☐ ☒ ☐ 6. The unit encourages and rewards research related to sustainability.
- ☐ ☒ ☐ 7. The unit encourages and rewards the integration of sustainability issues into course material.

### **Operations**

- | Y                                   | N                                   | Goal                                                                                                                       |
|-------------------------------------|-------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 1. The unit purchases/uses Energy Star Office and Telecommunications Equipment.                   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 2. The unit has policies to restrict paper use.                                                   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 3. The unit uses recycled paper.                                                                  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 4. The unit recycles all materials accepted by the university system.                             |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> 5. The unit has appropriate recycling bins throughout its offices.                                |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 6. The unit has policies that encourage the use of teleconferencing capabilities to limit travel. |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 7. The unit specifies hybrid electric vehicles for travel.                                        |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 8. The unit shows preference for sustainable lodging for professional travel.                     |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 9. The unit uses washable dinner/service ware for its meetings/receptions.                        |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 10. The unit purchases/uses remanufactured office furniture.                                      |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 11. The unit purchases/uses sustainable materials for office furnishings.                         |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 12. The unit discourages the use of single-occupant automobile travel.                            |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 13. Classroom, Office and/or Restroom lighting for the unit is controlled by occupancy sensors.   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> 14. The unit's thermostats are set to minimize energy use for heating and cooling.                |

### **Curriculum**

- | Y                        | N                                   | Goal                                                                                                                                                    |
|--------------------------|-------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 1. The unit has courses dedicated to issues related to sustainability.                                                         |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 2. The unit has courses with sustainability content.                                                                           |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 3. The unit has courses in which students are encouraged to address sustainability issues in their assignments.                |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 4. The unit recognizes sustainability courses from other departments as legitimate electives for credit in its programs.       |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 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                                                                                                                     |
|--------------------------|-------------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 1. Members of the unit have conducted research on issues of sustainability in their discipline. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 2. Members of the unit have published on issues of sustainability in their discipline.          |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 3. Members of the unit attend conferences that address issues of sustainability.                |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 4. Members of the unit belong to associations dedicated to sustainability issues.               |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 5. The unit has hosted workshops on issues of sustainability.                                   |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 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.
- ☐ ☒ ☐ 2. The unit is in partnership with others in the community in the pursuit of sustainability.
- ☐ ☒ ☐ 3. The unit participates in community events that address issues of sustainability.
- ☐ ☒ ☐ 4. The unit has initiated community endeavors in pursuit of 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**

**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**

**MC:** National Associations of Student Personnel Administrators

#### **Professional Staff Organizations**

**DSD:** Association on Higher Education and Disability

**SCP:** Association of College Unions International (ACUI)

National Association of Campus Auxiliary Services (NACAS)

National Association of Campus Activities (NACA)

#### **Student Associations and Clubs**

**DSD:** Disabled Students in Action

**DSL:** Omicron Delta Kappa conducts on-going recycling of cell phones.

Student Leadership Development Board offers a workshop to student organizations entitled "It's Easy to be Green."

**MC:** Worked with SVS and Black Student Association on book recycling drives, 2005, 2006

**SCP:** University Program Board (UPB)

Late Nite

#### **Hybrid Fleet Vehicle Use**

#### **Hybrid Electric Shuttle Bus Use**

#### **Bicycling**

**DPS:** Department utilizes bike patrol, weather permitting

#### **Carpooling**

**DPS:** Department carpools whenever possible.

#### **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**

**DPS:** All lighting is controlled by building sensors

**HRL:** Occupancy sensors in study lounges, restrooms, conference rooms. Replacement of incandescent light fixtures. Energy controls on chilled water and steam.

**SCP:** Energy efficient lamps, timers on lights in storage/mechanical rooms; Occupancy Sensors will be installed during upcoming renovation; “load shedding” for HVAC units;

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

**DPS:** We used recycled paper

**DSD:** Printer cartridges & some paper

**DSL:** Paper

**HRL:** Materials accepted by the university are recycled. Donation bins are installed for re-usable materials to be given to Muncie Mission. Park Hall & future buildings/renovations to be LEED certified

**SCP:** Purchase products made from recycled materials when feasible and participate in University’s recycling program.

**SRCS:** Yes to all above

#### **Food Use/Recycling: Local Sourcing, Washable Dinnerware**

**HRL:** Office use washable dinnerware.

**SCP:** Washable dinnerware is used when practical.



## **Goals**

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

### **Governance and Administration**

#### **Operations**

**SRCS:** Continue to expand recycling regarding and conservation efforts. Also move to paperless files

### **Curriculum**

### **Research**

### **Community Service and Outreach**

**SRCS:** Sponsor Community Chairperson near neighborhoods

## **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 |
|------|---------------------------------------|----------------|
|      | <b>Governance and Administration</b>  |                |
|      | <b>Operations</b>                     |                |
|      | <b>Curriculum</b>                     |                |
|      | <b>Research</b>                       |                |
|      | <b>Community Service and Outreach</b> |                |
| 2009 | Action Items                          | Resource Needs |

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|                                       |  |
|---------------------------------------|--|
| <b>Governance and Administration</b>  |  |
| <b>Operations</b>                     |  |
| <b>Curriculum</b>                     |  |
| <b>Research</b>                       |  |
| <b>Community Service and Outreach</b> |  |



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

