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 □ X □ 1. The unit has standing committees to address issues of sustainability. □ X □ 2. The unit gives assigned load and/or a staff position dedicated to sustainability initiatives. □ X □ 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
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Curriculum
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Unit Name Student Affairs Ball State University Unit-level Sustainability Plan

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Dagaayah			
Research V N Goal			
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Community Service and Outreach			
Y N Goal			
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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			
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Community Service and Outreach
Y N Goal
1. The unit engages in public and/or outreach activities that address issues of
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☐ 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.
DEPARMENT OF PUBLIC SAFETY
Governance and Administration Y N Goal
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DISABLED STUDENT DEVLEOPMENT
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DEPARTMENT OF STUDENT LIFE (Including Student Legal Services)
Governance and Administration Y N Goal
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The EdHi 402 course taught in this department focuses on global leadership, and sustainability is one of the topics covered.
<u>Operations</u>
Y N Goal □ □ □ 1. The unit purchases/uses Energy Star Office and Telecommunications Equipment. □ □ □ □ 2. The unit has policies to restrict paper use. Although not an established policy, staff are encouraged to send information electronically or post on our shared network drive.
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Unit Name Student Affairs_

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Community Service and Outreach	
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HOUSING & RESIDENCE LI	FE
Governance and Administration Y N Goal	
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Community Service and Outreach

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ST	TUDENT RIGHTS & COMMUNITY STANDARD	S
	overnance and Administration	
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H	3. The unit has established policies that encourage sustainability integrated into its mission staten	•
	I LA L. 1. The difft has sustainability integrated into its inission statem	10116.

□ □ 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.
<u>Operations</u>
Y N Goal ☐ I. The unit purchases/uses Energy Star Office and Telecommunications Equipment. ☐ I. The unit purchases/uses Energy Star Office and Telecommunications Equipment. ☐ I. The unit has policies to restrict paper use. ☐ I. The unit has policies to restrict paper use. ☐ I. The unit has recycled paper. ☐ I. The unit uses recycled paper. ☐ I. 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 1. The unit has courses dedicated to issues related to sustainability. 2. The unit has courses with sustainability content. 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

N Goal

\boxtimes	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.
\boxtimes	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	1 specific	action items	with the 5	-year cyc	ling of th	e Strategic	Plan and	anticipate
being able to mo	ove forwa	rd in the resp	pective cate	egorical a	reas, as d	lescribed be	elow.	

2008	Action Items	Resource Needs
Governance and A	Administration	
Operations		
Curriculum		
Research		
Community Servi	ce and Outreach	

2009 Action Items Resource Needs

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

Governance and Administration	
Operations	
Curriculum	
Research	
Community Service and Outreach	
Community Service and Outreach	
	1

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	
Community Service and Outreach	