

**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
H.H. Gregg Center for Professional Selling

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Achievements to Date

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

[Provide brief descriptions for each affirmative or goal response]

Governance and Administration

Y N Goal

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

Y N Goal

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

Y N Goal

☒ ☐ ☐ 3. The unit has established policies that encourage sustainability initiatives. **The unit has policies regarding the purchase of recycled content paper, duplex printing, and recycling.**

Y N Goal

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

Y N Goal

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

Y N Goal

☒ ☐ ☐ 6. The unit encourages and rewards research related to sustainability. **Publications on sustainability-related topics are counted toward merit pay increases and promotion & tenure.**

Y N Goal

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

Operations**Y N Goal**

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

Y N Goal

☒ ☐ ☐ 2. The unit has policies to restrict paper use.
Duplex copying is the default.

Y N Goal

☒ ☐ ☐ 3. The unit uses recycled paper.
Purchases 30% post-consumer content recycled paper.

Y N Goal

☒ ☐ ☐ 4. The unit recycles all materials accepted by the university system.
Receptacles are available in faculty offices and the main office. We recycle batteries from the main office.

Y N Goal

☒ ☐ ☐ 5. The unit has appropriate recycling bins throughout its offices.
Receptacles are available in faculty offices and the main office. We recycle batteries from the main office.

Y N Goal

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

Y N Goal

☒ ☐ ☐ 7. The unit specifies hybrid electric vehicles for travel.
Sometimes

Y N Goal

☐ ☒ ☐ 8. The unit shows preference for sustainable lodging for professional travel.

Y N Goal

☐ ☐ ☒ 9. The unit uses washable dinner/service ware for its meetings/receptions.
All service in coffee lounge is washable.

Y N Goal

☐ ☐ ☒ 10. The unit purchases/uses remanufactured office furniture.
Will leave this option open in the future

Y N Goal

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

Y N Goal

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

Y N Goal

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

Center's office, faculty offices, and conference room

Y N Goal

☒ ☐ ☐ 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.

Y N Goal

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

Advertising, Marketing Management

Y N Goal

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

Advertising, Marketing Management

Y N Goal

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

Y N Goal

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

Research

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

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

Y N Goal
☒ ☐ ☐ 3. Members of the unit attend conferences that address issues of sustainability.

Y N Goal
☐ ☒ ☐ 4. Members of the unit belong to associations dedicated to sustainability issues.

Y N Goal
☐ ☒ ☐ 5. The unit has hosted workshops on issues of sustainability.

Y N Goal
☐ ☒ ☐ 6. The unit has hosted conferences on issues of sustainability.

Community Service and Outreach

- | Y | N | Goal |
|--------------------------|-------------------------------------|--|
| ☐ | ☒ | ☐ 1. The unit engages in public and/or outreach activities that address issues of sustainability. |
| ☐ | ☒ | ☐ 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

None

Topical Sustainability Modules

None

Sustainability Courses

None

Sustainability Programs

None offered by our center

Sustainability Concentrations

None

Sustainability Degree Offerings

None

Sustainability Immersive On-and Off-Campus Experiences

None

Existing conditions as baseline (data as available)

A List of Faculty, Staff and Student Activities

Professional Academic Organizations

Professional Staff Organizations

Student Associations and Clubs

Hybrid Fleet Vehicle Use

Some, faculty are encouraged to use hybrid vehicles. This is still left to individual choice however.

Hybrid Electric Shuttle Bus Use

Some, faculty are encouraged to use hybrid transportation

Bicycling

Carpooling

Trips to the airport

MTS 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

All faculty offices have motion sensors

The MCOB should move toward waterless urinals. The initial cost is greater but this will pay off over time.

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

All faculty offices have trash that is recycled. The main office has a separate container for recycling.

25% of our photocopy paper is recycled paper. The cost is higher now. In the future we may commit t more.

Food Use/Recycling: Local Sourcing, Washable Dinnerware

We currently use washable coffee cups for our advisory boards.

Goals

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

Governance and Administration

We will integrate a statement on sustainability into the Center's mission statement.

Operations

We will request Energy Star rated equipment through University purchasing when appropriate.

We will request washable dinner/service ware for all departmental meetings or departmentally sponsored meeting that serve food or drink.

Curriculum

We will seek new ways to support business students who take classes on sustainability and will allow course substitutions where appropriate

We will investigate new ways to work sustainability into the curriculum.

Research

We will continue to support faculty who engage in business-related sustainability research.

Community Service and Outreach

We will encourage faculty who engage in community service and outreach to incorporate sustainability where appropriate.

Implementation

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

2008

Action Items

Resource Needs

Governance and Administration We will integrate a statement on sustainability into the department mission statement. We will work sustainability content into our departmental strategic planning committee and our departmental curriculum committee. Operations We will request Energy Star rated equipment through Univ purchasing when appropriate. We will request washable dinner/service ware for all departmental meetings or departmentally sponsored meeting that s food or drink. Curriculum We will seek new ways to support business students who take clas sustainability and will allow course substations where appropriate We will investigate news ways to work sustainability into t curriculum. Research We will continue to support faculty who engage in busines related sustainability research. Community Service and Outreach We will encourage faculty who engage in community service and outreach to incorporate sustainability where appropriate.	None None None None None
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2009	Action Items	Resource Needs
	Governance and Administration We will work sustainability content into our departmental strategic planning committee and our departmental curriculum committee.	None
	Operations We will request Energy Star rated equipment through University purchasing when appropriate. We will request washable dinner/service ware for all departmental meetings or departmentally sponsored meetings serve food or drink.	None
	Curriculum We will seek new ways to support business students who take classes on sustainability and will allow course substitutions where appropriate. We will investigate new ways to work sustainability into the curriculum.	None
	Research We will continue to support faculty who engage in business-related sustainability research.	None
	Community Service and Outreach We will encourage faculty who engage in community service outreach to incorporate sustainability where appropriate.	None

2010	Action Items	Resource Needs
	Governance and Administration We will work sustainability content into our department strategic planning committee and our departmental curriculum committee. Operations We will request Energy Star rated equipment through University purchasing when appropriate. We will request washable dinner/service ware for all departmental meetings or departmentally sponsored meetings serve food or drink. Curriculum We will seek new ways to support business students who take classes on sustainability and will allow course substitutions when appropriate We will investigate new ways to work sustainability into the curriculum. Research We will continue to support faculty who engage in business-related sustainability research. Community Service and Outreach We will encourage faculty who engage in community service outreach to incorporate sustainability where appropriate.	None None None None None None
2011	Action Items	Resource Needs

Governance and Administration We will work sustainability content into our department strategic planning committee and our departmental curriculum committee.	None
Operations We will request Energy Star rated equipment through University purchasing when appropriate. We will request washable dinner/service ware for all departmental meetings or departmentally sponsored meetings serve food or drink.	None
Curriculum We will seek new ways to support business students who take classes on sustainability and will allow course substitutions when appropriate We will investigate new ways to work sustainability into the curriculum.	None
Research We will continue to support faculty who engage in business-related sustainability research.	None
Community Service and Outreach We will encourage faculty who engage in community service outreach to incorporate sustainability where appropriate.	None

