**AQIP Green Initiatives/Recycling Action Project Team**

February 28, 2013

**Present:** Co-Chairs, Lisa Poma and Larry Juchartz, AQIP Support, Dale Weighill, and Members: Carri Farah, Becky Gale-Gonzalez, Jody Michael, David Rembiesa, Laura Tripp and invited guest, Tim Broomfield

**Absent:** Ken Martin, Wendell Brandon, Desiree Londrigan and Dianne McClure

**Welcome:**
Lisa Poma opened the meeting at 9:15 a.m. The agenda was displayed on the overhead screen. The minutes of the 2/15/13 Kick-off were reviewed and approved as published. Lisa introduced Tim Broomfield from the Physical Plant. Tim supervises the custodial staff and leads many of the recycling and waste management processes on campus. He and his staff have been working with GriT for about a year and a half on many of the recycling initiatives. Tim provided the team with a handout that highlighted some of the following:

- Current projects working with Waste Management
- Hazardous waste training and disposal
- Waste streams
- E-waste
- Recycling stations
- Internal pilot process
- Collection instructions
- Dumpster locations
- Quantity of receptacles needed
- Future campaign project with Waste Management

**Review of Google “Brainstorming” Document:**
Becky put the document on the overhead for the team to review. She explained the layout of the document. There was some discussion and some changes made to the document. Larry suggested that we divide the document into two categories; recycling and precycling and then prioritize the items. Categories for the document might be what items are doable now and those that would involve future planning and implementation.

**Other discussion:**
The following are items that were discussed:

- Need to educate management, faculty and staff on ways to reduce print copies
  - Possible audiences to raise awareness: Faculty meetings, Leadership meetings, new employee and student orientations
- The creation and dissemination of information like a “Guide to a Greener Campus”
- Comprehensive branding and recycling campaign
- Buy-in from upper management and the Board of Trustees
- Gather policies from other institutions that have a board policy about recycling awareness
**Action Items:**
Lisa volunteered to gather policies from her MCCA counterparts that have board policies about recycling awareness.

**Next Meeting:** Friday, March 22, 2013, 12:00 noon – 2:00 p.m., in the CTL area. Bring your brown bag lunch. Larry suggested breaking into small groups from 1:30 to 2:00. Lisa Poma will send out the meeting notice.