



Rancho Santiago Community College District
Sustainable RSCCD Committee

Meeting Notes

September 15, 2021

Members:	Carri Matsumoto	Present
	Bart Hoffman	Present
	Arleen Satele	Present
	Linda Melendez	Present
	Vanessa Engtrom	Present
	Charlie Malone	Present
	Ambar Nakagami	Present
	Tanisha Burrus	Present
	Simone Wolfe	Present
	Avinash Ramaswamy	Present
	Daniela Derramadero	Present

Assistant Vice Chancellor, Carri Matsumoto convened the meeting at 3:01 p.m.

1. Introductions
Committee members introduced themselves.
2. Meeting Notes of May 19, 2021
Ms. Matsumoto noted the meeting notes from the May 19, 2021 meeting were attached to the agenda for today's meeting.
3. Sustainable RSCCD Committee Purpose, Responsibilities and Membership
Ms. Matsumoto shared the Sustainable RSCCD Committee Purpose, Responsibilities and Membership and asked the committee if they had any questions, comments or edits. There were no changes. Ms. Matsumoto noted this is an ad hoc committee for several years and members are always welcome to the committee. There are vacancies for two faculty members at Santa Ana College and two student members at Santiago Canyon College. Jose Vargas will be joining the committee.
4. Revised Final 2018-2020 Biennial Sustainability Report
Ms. Matsumoto noted changes were made regarding electricity savings on page 17 of the final report and are underlined.

5. Sustainability Plan, Programs, Projects and Planning Implementation List

Overview

Ms. Matsumoto noted there are eight goals in the Sustainability Plan. The goals were established in 2013-2014 and approved in 2015 by the Board of Trustees. The eight goals are as follows: campus & community engagement, curriculum development, energy, facilities design & operation, solid waste management, sustainable procurement, transportation, and water management. The Programs, Projects and Planning Implementation List was developed when the first sustainability plan was adopted and gets reviewed and updated by the committee.

6. "Taper your use of paper and live life greener by making the earth cleaner"

Initiative

Ms. Matsumoto asked the committee if they wanted to continue to focus on the campaign of reducing plastic and paper use. The committee agreed that they wanted to continue to focus on this initiative. Mr. Hoffman asked if Ms. Melendez could tell the committee when the contract with the District's current waste hauler expires. Ms. Melendez noted the contract for waste hauling services will go out to bid in the spring of 2022 and hopefully there will be a new contract in place starting July 1, 2022 with an option to renew up to five years.

Ms. Melendez noted that her department and the Facilities department used a vendor to scan documents so the hard copies could be destroyed to help eliminate paper. Ms. Matsumoto asked the committee if paper reduction is a feasible business practice at the campuses and in the classrooms and how they would reduce paper consumption. Mr. Hoffman noted he would like to use a scanning company. Ms. Engstrom noted since classes are now online, there is no paper being used for her classes and everything is uploaded to Canvas and the students can access the documents electronically. When she is back in the classroom, she would like to continue this process of everything being available electronically and maybe only hand out the first item of the semester on paper and have students submit assignments electronically.

Ms. Melendez noted the District is looking into managed print services to eliminate the need for employees to have individual printers at their desks. Mr. Ramaswamy noted online assignment submission should be encouraged for students to reduce paper and students should be allowed to use electronics to take notes in lecture classes. In one of his in-person lecture classes, the instructor allows the use of laptops and tablets to take notes, but in another class, electronics are not allowed and the students are forced to use paper to take notes. Mr. Malone noted trainings should be offered to teach employees and students how to convert files into pdf documents and how to file and name documents. Mr. Ramaswamy noted it would be helpful if the trash and recycle bins on campus had signs that tell exactly what can be placed in each bin. Ms. Melendez noted we had signs and Ms. Matsumoto asked the committee to think about other sustainable ideas and activities the committee can focus on.

7. College Updates

Ms. Satele noted that SCC will be planning for the Earth Day in April 2022 event and Mr. Hoffman and Mr. Ramaswamy noted that SAC is planning for the Sustain-a-Palooza in April 2022. Ms. Matsumoto asked the colleges to keep the committee updated of the Earth Day event planning so the committee can support their efforts and participate in the events.

8. Other

Mr. Ramaswamy noted Ms. Derramadero and him are starting a club for environmental science to get students interested and learning at SAC.

Ms. Matsumoto noted the 2015 Sustainability Plan will be updated in the future.

9. Next Meeting Date

The next meeting will be held on Wednesday, November 17, 2021, at 3 p.m. via Zoom or TBD.

Meeting Adjournment: 4:00 p.m.