



Rancho Santiago Community College District
Sustainable RSCCD Committee

Meeting Notes

May 18, 2022

Members:	Carri Matsumoto	Present
	Bart Hoffman	Present
	Arleen Satele	Absent
	Linda Melendez	Absent
	Jose Vargas	Absent
	Vanessa Engstrom	Present
	Charlie Malone	Absent
	Ambar Nakagami	Present
	Tanisha Burrus	Absent
	Simone Wolfe	Present
	Avinash Ramaswamy	Absent
	Daniela Derramadero	Absent
	Sebastian Pinteá	Absent
	Elisabeth Neely	Absent
Guests:	Hugo Curiel	Present
	Lisa Imai	Present

Assistant Vice Chancellor, Carri Matsumoto convened the meeting at 3:03 p.m.

1. Introductions

Committee members and guests introduced themselves.

2. Meeting Notes of March 18, 2022

Ms. Matsumoto noted the meeting notes from the March 18, 2022 meeting were attached to the agenda for today's meeting and asked the committee if they had any questions, comments or edits.

3. Approval of 2022-2023 Meeting Schedule

Ms. Matsumoto shared the 2022-2023 meeting schedule and asked the committee if they had any comments or questions. The committee agreed.

4. Reducing Plastic and Paper Use Signage and Tips

Ms. Matsumoto noted the Tips for Reducing Paper and Plastic Use Easy Steps documents are posted on the SRC website and identify how they can eliminate

use. Ms. Melendez noted they went out to bid for bond paper and the award of bid is scheduled for approval by the Board of Trustees on May 31, 2022. When they have gone out for this bid in the past, they usually receive six to seven bids, but they only received one this time due to the paper shortage. Mr. Hoffman asked if the Facility Planning and Purchasing departments had a consultant that helped them go paperless, or did they do it on their own. Ms. Matsumoto and Ms. Melendez noted they did this effort on their own. Every department has different needs. Mr. Hoffman asked if there are consulting services that can help Santa Ana College go paperless. Ms. Matsumoto said this would be a very expensive service district-wide and therefore, each department needs to assess their needs and develop a plan. Get word out about paper shortage.

Ms. Melendez noted her department looked at the retention policy to know what hard copies they need to keep and for how long do they need to be kept. Ms. Matsumoto noted she would follow up as an action item with Chancellor's Cabinet on behalf of the committee to inform them of the paper shortage and recommend that each department and/or division identify how paper use can be reduced.

5. Sustainability Plan Update

Ms. Matsumoto noted the current Sustainability Plan was approved in 2015 and a new update will be done in 2025. Ms. Matsumoto asked the committee if anyone was interested in volunteering to be a part of the sub workgroup and she would ask this question again in the Fall. Mr. Curiel and Ms. Wolfe both volunteered to help.

6. College Updates

Ms. Nakagami noted the Earth Day event at SCC went well. Mr. Hoffman noted SAC's Earth Day event was very successful and had outstanding guest speakers. One of the notable guest speakers was a sea captain who found the great plastic garbage patch in the ocean and talked about the movie Soylent Green. Ms. Matsumoto thanked the colleges for allowing us to participate at both Earth Day events and noted both events were great, informative, educational, interactive and fun. Students enjoyed taking the recycling challenge at the committee's booth and the committee will continue to have this activity at upcoming college Earth Day events.

7. Other

Ms. Matsumoto thanked the committee for their participation this year.

8. Next Meeting Date

The next meeting will be held on Wednesday, September 14, 2022, at 3 p.m. via Zoom or TBD.

Meeting Adjournment: 3:30 p.m.