



Rancho Santiago Community College District Sustainable RSCCD Committee

Meeting Notes

October 17, 2018

Members:	Raúl Rodríguez	Absent
	Carri Matsumoto	Present
	Bart Hoffman	Present
	Arleen Satele	Present
	Jim Kennedy	Present
	Jose Vargas	Present
	Kimo Morris	Present
	Kelly Ro	Present
	Angela Guevara	Present
	Aggie Kellett	Absent
	Ambar Nakagami	Present
	Leanna Nolan	Present
	Luis Ortiz	Present
	Nicholas Valle	Present

Assistant Vice Chancellor Carri Matsumoto convened the meeting at 3:02 p.m. Self-introductions followed because of the number of new members to the committee.

1. CHESC Conference Report

Mr. Morris gave a report regarding his attendance with five Santa Ana College students at the 17th annual CHESC Conference in Santa Barbara, CA. The conference brings both colleges and universities together to collaborate and share information on sustainability best practices. Next year's conference, Santa Ana College would be presenting on equity issues in local K-12 schools as it relates to sustainability, health, and nutrition. Mr. Morris also encouraged additional participants to attend, as it would be beneficial to the committee in finding new ideas to address sustainability issues. It can also be beneficial to ask other colleges how they addressed similar issues within their district, as well as any challenges they encountered in implementation.

2. 2016-2018 Sustainability Plan Report for Approval

Assistant Vice Chancellor Carri Matsumoto presented the latest draft of the Sustainability Report, which covers the 2016-2017 and 2017-2018 timeframe. The report has been reorganized by goals. Ms. Matsumoto acknowledged the hard work of her staff to manually compile eight years of utility data for the report. With this data compiled, it will now be possible to create regular reports to building managers to assist with ensuring

accurate billing and usage. It was noted that any events affecting utility usage, such as leaks or main breaks, should be reported to the Facilities office.

SRC members were asked to review the report and submit any final changes to Ms. Matsumoto by the end of next week, October 26th.

A motion was made by Mr. Hoffman to approve the report with any additional minor changes. The motion was seconded by Ms. Nolan and approved unanimously.

Mr. Morris noted that with the report and many goals complete, the committee should review and readjust its plan goals. An item to review goals will be added to the agenda for the next meeting.

3. Revisions to Committee Description

Ms. Matsumoto provided the description of the committee. It was noted that some of the responsibilities should be reviewed and updated. The committee discussed how the responsibilities were initially created at the founding of the committee.

Potential changes were discussed including updated language to acknowledge the existing sustainability plan and the need to review and manage that plan. Ms. Matsumoto mentioned that tracking greenhouse emissions was a large undertaking and would potentially need an outside consultant to assist with data collection and calculations. It was noted that our responsibilities should be kept broad, as goals and projects will then be created for more specific needs.

Ms. Matsumoto noted that the project list should be reviewed at the next meeting. Communications and promotional needs were also discussed.

4. Revised Meeting Dates

The committee reviewed the updated meeting schedule provided. It was noted that Santa Ana College's committee has not yet met, and the Earth Day events for the campus would most likely be April 17th or April 24th. Santiago Canyon College confirmed their date is correct. The campuses were asked to inform if there are any future changes to these dates.

5. Other

Ms. Matsumoto reiterated the next meeting would begin the process to review the sustainability plan. Any additional agenda items should be sent to Ms. Matsumoto's office.

Mr. Morris offered to share photos of the conference if any members were interested before leaving the meeting.

6. Next Meeting

The next meeting will be held on Wednesday, February 20, 2018, at 3 p.m. in the Executive Conference Room (#114) at the District Office.