



Rancho Santiago Community College District Sustainable RSCCD Committee

Meeting Notes

September 20, 2017

Members:	Raúl Rodríguez	Absent
	Carri Matsumoto	Present
	Michael Collins	Present
	Arleen Satele	Absent
	Jim Kennedy	Absent
	Jose Vargas	Present
	Kimo Morris	Absent
	Marty Moreno	Present
	Angela Guevara	Present
	Classified Representative	Vacant
	Student – SCC	Vacant
	Student – SAC	Vacant
Also Attending:	Judy Iannaccone	

Assistant Vice Chancellor Matsumoto convened the meeting at 3:10 p.m. Self-introductions of committee members followed

1. Goals for 2017-2018

Assistant Vice Chancellor Matsumoto provided an update on SRC's 2016-2017 goals:

- a. **Recycling** - The waste hauling contract is now on a month-to-month basis. A new RFP for a consultant to assist with the engagement of a waste hauler for the district that will take into consideration recycling efforts is to be brought to the board for approval at the November 2017 meeting. It is anticipated that a new contract will be effective July 2018.
- b. **Water Conservation** – Utility data to review the effectiveness of the water conservation efforts will be brought to SRC at the next meeting.

Discussion ensued regarding the committee's **2017-2018 goals**. The following goals were set:

- a. **Recycling**
- b. **Water Conservation**
- c. **Better Communication of Sustainability Efforts**

During discussion of the above it was requested that ***Dr. Kimo Morris be reminded to send suggestions for California native plant selections to Ms. Matsumoto and Dr. Collins for use on campuses and inclusion in the landscape guidelines.***

2. Sustainability Plan Report for 2016-2018

Ms. Matsumoto reminded committee members that a report on the Sustainability Plan is due in May 2018 for the 2016-2018 timeframe. Discussion ensued. It was agreed:

- a. In addition to the narrative report used in the past, a companion piece with highlights from the report would be produced. This document would be brief, include photos and be a better communication tool about the district's sustainability efforts.
- b. ***All SRC members*** are asked to provide Ms. Matsumoto with updates to the report ***by December 2017.***
- c. Ms. Matsumoto will compile the information received and prepare a draft 2016-2018 report for the committee's first review in February 2018.
- d. Once the report is finalized, Judy Iannaccone will work with Ms. Matsumoto to create a companion piece to the report as described above.
- e. The final report will be approved by the committee by May 2018.

3. Committee Membership

All members are encouraged to assist in filling the vacant positions on the committee (classified, students). In addition, all committee members are reminded that the committee was open to having members from any area of the district who are interested in the work of the committee.

4. Other

- a. **Meeting Dates** – discussion of the SRC meeting schedule ensued. It was agreed to ***cancel the October 2017 and April 2018 meetings.***
- b. **February 2018 Meeting** – the following items will be placed on the February 2018 meeting agenda for discussion:
 - i. Update on recycling
 - ii. Utility data review
 - iii. Draft of 2016-2018 report

5. Next Meeting

The next meeting will be held on Wednesday, February 24, 2018, at 3 p.m. in the Executive Conference Room (#114) at the District Office.