Rancho Santiago Community College District
Sustainable RSCCD Committee

Meeting Notes
November 20, 2013

Members:

- Raúl Rodríguez                        Absent
- Peter Hardash                         Absent
- Carri Matsumoto                       Present
- Michael Collins                       Present
- Steve Kawa                            Present
- Jim Kennedy                           Present
- Jose Vargas                           Absent
- Kimo Morris                           Absent
- Lisa McKowan-Bourguignon              Leave of Absence
- Doug Deaver                           Absent
- Tammy Cottrell                        Present
- Laurene Lugo                          Present
- Jana Cruz                             Present
- Hugh Nguyen                           Absent
- Chandler Beaudette - SCC               Absent
- Mario Quintero – SAC                  Absent
- Judy Iannaccone

Also Attending:

- Judy Iannaccone

1. **Update on Sustainability Plan Development Process**
   Assistant Vice Chancellor Matsumoto reported on the work that took place since the last meeting in connection with the development of a sustainability plan. Ms. Matsumoto stated that research had been done and the decision was made to use the state’s guidelines/template to develop the RSCCD plan. A scope of work to be included in an RFP to be issued to seek assistance in the development of a sustainability plan was presented to the committee. Any comments or input to this scope of work, as well as consultants to whom the RFP should be sent, are to be forwarded to Ms. Matsumoto by December 2. The committee agreed with the strategy to issue an RFP for this work.
2. **Subcommittee Structure and Assignments**
   It was agreed that the subcommittee structure and membership would remain intact and be revisited after the sustainability plan was adopted. The following subcommittee reports were provided:

   A. **Newsletter/Communication**
      It was reported that the publication of the newsletter will be postponed to spring 2014.

   B. **Recycling**
      It was stated that the subcommittee determined an institutional approach to recycling would prove more effective than a student driven approach because of the continuity that approach provides. Subcommittee members met with Purchasing, who is assisting in the search for a waste management provider who is able to assist in recycling as well. It was noted that it is important the campus Vice Presidents be involved in the development of any RFP, as there are staffing considerations involved. SAC student representative Mario Quintero spoke to the importance of a recycling effort on campus. It was noted that these elements would be included in the sustainability plan.

   C. **Transportation**
      It was reported that the subcommittee is interested in revisiting the OCTA bus program, promoting alternative transportation and sponsoring another Ride your Bike to Work Day. A discussion of the subcommittee’s long and short term goals will take place at the next subcommittee meeting.

3. **Other**
   Committee members were reminded that if an Earth Day event is to be held on campus in spring 2014, planning should begin soon.

4. **Next Meeting**
   *The next meeting will be held on Wednesday, December 11, 2013, at 3 p.m. in the Decision Room #340 at the District Office.*

Meeting Adjournment: 3:50 p.m.