Environmental Advisory Committee Meeting Minutes  
October 30, 2002

In Attendance:  Hanif Chaudhry, Bruce Coull, Susan Cutter, Jim Demarest, Tom Knowles, Mike Koman, George Lampl, Shealy McCoy, Laura Pergolizzi, Scott Reynolds, Mike Scheffres, Charles Stevenson, Jim Sweigart.  Guests:  Dan Zurosky  Staff and Graduate Students:  Gayle Crutchlow, Nathan Gauthier, Trish Jerman, Karl Rains, Scott Weidner

Next Meeting:  NOTE NEW MEETING DAY
Thursday, December 5, 2002 - 8:30 a.m.  Room 704 Byrnes Bldg.

Welcome and Introductions:

Dr. Coull opened the meeting by showing everyone a recent article discussing biking issues on campus, published on the front page of the Gamecock.

- Scott Weidner, a MEERM graduate student, is working on developing an informal survey to gauge students’ bike use on campus.
- The SAGE club is currently working on creating signs to encourage bike use.
- SAGE needs to work with Tom Knowles, making sure that there are sufficient bike racks available before promoting bike use.
- The final bike plan needs to be submitted by the end of January to Jim Demarest in order for it to be considered in next years budget

Waste Management/Recycling Presentation:

Laura Pergolizzi gave an update on the Recycling and Waste Management office. This department is continuing to look at bringing more services to the campus, and four additional staff members were recently added to the office. Major points Laura reviewed were:

- Improving accountability:  Ideally, there will be one person responsible for recycling in each building on campus.
- The waste pad located at Facilities Management has been recently cleaned up and is operating under new guidelines and procedures.  There are four new roll-off containers for cardboard, yard waste, scrap metal, and oversized trash.  The area is now locked, to prevent people from just dumping their trash off there.  In order to make a trash deposit there, you must first contact facilities management and sign out a key.
- The Recycling office has come up with a new logo, which is making its way across campus.  Look for the new labels on the recycling containers.
- Telephone books will no longer be mass distributed on campus.  Instead, a CD-rom will take its place, eliminating tons of paper waste.
- The Earth Tub is no longer functioning. The staff person trained to run it is no longer with the University, but Laura will be meeting with the group responsible for the Earth Tub to decide it’s fate sometime in the near future.

**Purchasing Presentation**

Scott Reynolds presented Purchasing Environmental Initiatives, which include:

- **Recycling Furniture**
  - The University has started purchasing recycled furniture, which has saved a lot of money.
  - Dorm room furniture is now being donated to government entities and charitable organizations, which saves the University the cost of contracting the removal of the material.

- **Recycled product office supplies**
  - Purchasing has a contract through Forms and Supply, which carries a large stock of items made from recycled content.

- **Maintenance supplies**
  - Janitorial paper products purchased now contain a high content of “Post Consumer Waste” recycled material; USC issues copy and bond paper that meet the same criteria.
  - Plastic can liners are now made from recycled content.

- **Toner cartridges**
  - Purchasing currently has a contract that allows them to collect spent toner cartridges and sell them to a vendor who will completely remanufacture them.
  - They also procure items that are remanufactured and resell them campus wide, which generates a huge cost savings.

- **Scrap and Surplus Items**
  - Consolidated services receives a vast amount of surplus property daily. They first try to reissue or reuse the property on campus, but if that does not happen within 30-90 days, the material is listed and screened by the State Surplus Property, where it is either disbursed or disposed of as scrap.
  - Whenever possible, these items are donated to organizations in need.

- **Electronic Surplus**
  - USC reissues as much as possible back to departments in need.
  - USC has a contract that allows electronic surplus to be palletized in bulk, and removed by the vendor once the shipment is ready.
  - There is also a contract in place to properly dispose all lamps and bulbs containing any mercury.

- **Migrant Worker Contract**
  - Purchasing has been able to give away mattresses and concrete benches to a migrant worker company, which is environmentally friendly since this stuff would otherwise go into a landfill; it also save the University the landfill fee.
EMS/TQM/GIS Coordination Issues:

- There are weekly meetings held on these issues.
- Trying to get help with implementation of program from students, SUI, and School of the Environment.
- Facilities Management is looking into ISO 14000.
- Housing has a plan done that is very much like EH&S’.
- A CD-rom has been created out of the four books of EH&S certification; it will be available for other departments to use.

Assessment Update:

- Grad students will be doing the assessment.
- We are trying to find out what questions and information it makes sense to revisit yearly; this will be different for each department.
- Please give us your feedback on the best way to capture this; we will be asking each department to develop or improve a template that suits the department; we do not want fill in the blank type questions.

Reminders and Requests:

- Dr. Coull requested that the Purchasing department do an estimate of how much money they saved each year on landfill costs.

Submitted by Gayle Crutchlow