

Institutional Change Progress Reporting Form II
UPDATE FOR PERIOD: 11/11/10-12/31/10
(Due January 7, 2011)

Cabinet Recommendation(s): *Campus-Wide Sustainability Planning and Office Devoted to Implementation (See Cabinet Recommendation 1.4.1.b)*

Progress report from previous period:

<http://change.humboldt.edu/images/uploads/Institutional%20Change%20Progress%20Report%20for%20Sustainability%2010-11-2010.pdf>

Responsible Person: Burt Nordstrom

Report Submitted by: TallChief Comet

Date Submitted: 01/06/2011

Please provide a brief summary for each of the five report areas below.

Please provide links to, or files of major work that has been finished such as new policies, supplemental reports, or data used (such as surveys) in the accomplishment of your plans.

Summary of Progress Completed Since Last Report: Personnel recruitment for two key positions at Plant Operations was initiated to free up staff time to focus more on sustainability program development; an HSU specific position description draft was developed for a sustainability office director; several meetings were held with identified faculty, the Provost, and Sustainability Coordinator (SC) exploring the potential for a faculty member starting work on sustainability curriculum development; further planning was accomplished for the campus solid waste characterization study, anticipated to be conducted in February, 2011.

List of Key Milestones Achieved Since Last Report: Position descriptions for a Light Automotive Equipment Operator and a Sustainability and Waste Coordinator were written during the semester and advertised in the later part of December. Also, a position description for a director level sustainability position was created during the same time period, specifically tailored for program needs and direction at HSU; this PD is currently under review by the VP of Admin. Affairs office. Filling these positions will provide substantial potential for sustainability program development on campus and formally provide the initial structure of a sustainability “office”, a key recommendation of the Cabinets’ report.

The Provost’s office indicated a willingness to fund release time for a faculty member in order to have that person work with the sustainability staff in developing/integrating sustainability concepts into the curriculum in a formal, collaborative, and consistent manner. A list of potential faculty was developed and the identified person engaged in discussions with the SC and Provost in order to determine the scope and level of commitment needed to fulfill the expected outcomes. During these discussions it was jointly determined to be too late in the academic year to easily re-program faculty time for a dedicated person to this project, even at a half time level. Alternatively, formation of an ad hoc advisory group of 1-4 faculty, organized by the sustainability staff, will be implemented during spring semester, with the intent of having a collection of information and some planning documents ready for a faculty member to use in the Fall 2011 semester.

Are there aspects of the Cabinet’s recommendation (above) that remain unaddressed in your work? If so, please explain. Having leadership of the sustainability program responsible for implementation of the planning elements is not yet in place; the draft planning document for campus sustainability is not yet complete; and dedicated resources , other than personnel (i.e., budget), have not been allocated or identified.

Comments on challenges, lessons learned, and/or resource needs: State budget uncertainties will potentially hamper fulfilling the staffing needs of the sustainability office and identifying budgetary resources to implement recommended program elements. There seems to be a great willingness to assist sustainability program development by many on campus; the challenge is in organizing and directing those efforts to be the most effective and useful towards common goals.

Forecast of Subsequent Plans for the Upcoming months: The currently advertised staff positions are anticipated to be filled before the beginning of April. Finalization of the director position description is expected before the end of January, with a subsequent appointment/hiring soon afterward. Initial staffing of the sustainability office/program should be completed before the end of the spring semester along with announcements of projects for the next academic year.

The ad hoc curriculum advisory group will be formed, develop a list of desired information for the faculty member to use in the fall and divide up responsibility for collecting/researching the information before the end of the semester. Early in the spring semester the sustainability staff will work with the Provost to identify potential faculty to approach for working on curriculum development for the Fall 2011 semester.

The waste characterization study sampling will be conducted during February, and final study results are expected by the end of April. The study results will be made available to the campus community through the sustainability website.