

**To:** Cal Poly Academic Senate  
**From:** Neal MacDougall  
Chair, Academic Senate Sustainability Committee  
**Re:** Fall Quarter 2011 Progress Report  
**Date:** December 15, 2011

The Committee met three times during Fall quarter. The 2011-2012 work plan was developed based on input from the Executive Committee of the Academic Senate and agenda items for meetings were generated consistent with the work plan. Most committee members were actively involved with the committee's activities. Agendas and minutes of committee meetings are attached. What follows is a basic summary of the committee's work during the fall quarter of this 2011-2012 academic year.

### **Key Tasks Identified**

1. Submit description and procedures for approval of courses in SUSCAT
2. Consult with GE Chair re: possible sustainability requirement
3. Make recommendations regarding how faculty can better incorporate sustainability issues into their curriculum

### **Progress on Key Tasks During Fall Quarter 2011**

1. Submit description and procedures for approval of courses in SUSCAT
  - Harvey Greenwald identified as lead committee member
  - Ongoing discussions of number of how to approach next level of procedures – decision that we need to see where sustainability requirement discussion with Academic Senate goes.
2. Consult with GE Chair re: possible sustainability requirement
  - Rachel Fern-Flores contacted and meetings regarding organization will commence in early winter quarter
3. Make recommendations regarding how faculty can better incorporate sustainability issues into their curriculum
  - Broad discussions undertaken with particular plans starting to take place in winter quarter

*Note: Other issues were addressed in meetings but were not developed to any particular degree. They can be found by reading the minutes.*

**ASSC Meeting Minutes**  
**October 26, 2011**  
**10-206**

Committee Members (and designations)

Attending:

<i>Name</i>	<i>Dept.</i>	<i>College/ Unit</i>	<i>Exp. Term/ Other</i>
Braun, David	ElecEngr	CENG	2012
Echols, Robert	Physics	CSM	2012
Kelting, Scott	ConstMgr	CAED	2013
MacDougall, Neal	Agribus	CAFES	2013
Vestermark, Jesse	Library	PCS	2013
Bloyd, Bodie	Student	ASI	Ex Officio (ASI)
Henry, Rachel	AcadProg	Admin	Ex Officio
Neel, Joel	Fac.Plan	Admin	Ex Officio
Reid, Cale	Student	ASI	Ex Officio (ASI)
Greenwald, Harvey	Math	CSM	Other

**AGENDA**

1. Review charge for committee from Executive Committee of the Academic Senate
2. Discuss renewal of university's membership in ASSHE vs. joining NEON (vs. doing nothing)
3. Discuss work plan for remainder of quarter

**Outcomes (based on Agenda items)**

1. Review charge for committee from Executive Committee of the Academic Senate
  - a. Establishment of planned subcommittee dealing with SUSCAT related issues (to be organized by Harvey with help from Braun, Rachel and Bob) – some discussion about incorporating SUSCAT related information on the “comments” section of PASS
  - b. Neal to enquire about current status of committee established as result of GE Task Force report
  - c. Braun to review work done last year on Sustainability assessment and come up with possible plan for extending test assessments
2. Discuss renewal of university's membership in ASSHE vs. joining NEON (vs. doing nothing)
  - a. Not discussed, will be put on agenda for next meeting
3. Discuss work plan for remainder of quarter
  - a. Covered by material above
4. Next meeting is **Wednesday November 9th** (8:10 - 9 am, 10-206)

***Action items/notes***

- Neal will contact Rachel re: GE Task Force next steps as they relate to the possibility of a sustainability requirement
- Harvey will organize a work plan (including a possible resolution) for SUSCAT-related activities
- Everyone will think about possibilities/organization for making recommendations about how faculty can better incorporate sustainability issues into their curriculum with the idea of determining next steps

**ASSC Meeting Minutes**  
**November 9, 2011**  
**10-206**

Committee Members (and designations)

Attending:

<i>Name</i>	<i>Dept.</i>	<i>College/ Unit</i>	<i>Exp. Term/ Other</i>
Braun, David	ElecEngr	CENG	2012
Echols, Robert	Physics	CSM	2012
Kelting, Scott	ConstMgr	CAED	2013
MacDougall, Neal	Agribus	CAFES	2013
Vestermark, Jesse	Library	PCS	2013
Elliot, Dennis	Fac. Serv.	E&U Mgrn	Ex Officio
Henry, Rachel	AcadProg	Admin	Ex Officio
Borin, Norm	Business	Guest	
Greenwald, Harvey	Math	CSM	Other

**AGENDA**

1. Update on SUSCAT-related activities (Harvey)
2. Discussion on AASHE vs. NEON vs. nothing (Neal)
3. Open discussion on incorporating sustainability into the curriculum (Committee Charge from ExComm)

**Action Items from Previous Meeting**

- Neal will contact Rachel re: GE Task Force next steps as they relate to the possibility of a sustainability requirement
- Harvey will organize a work plan (including a possible resolution) for SUSCAT-related activities
- Everyone will think about possibilities/organization for making recommendations about how faculty can better incorporate sustainability issues into their curriculum with the idea of determining next steps

**Outcomes (based on Agenda items)**

1. Update on SUSCAT-related activities (Harvey)
  - Harvey reviewed Braun's SUSCAT resolution and discussed the possibilities of actions which were contingent upon the Academic Senate's actions on a possible sustainability requirement
  - SUSCAT is not current with the existing catalog and Harvey has contacted Miles to see what the prognosis is for an update
  - Neal to try to contact Rachel again to determine the timing of the committee meetings regarding the sustainability requirement
2. Discussion on AASHE vs. NEON vs. nothing (Neal)

- Discussion about the desirability of continuing AASHE membership resulted in a motion (which passed) to contact the provost to continue membership in AASHE given that Facilities has decided to pursue STARS certification and that the resources available through AASHE, especially as they reflect the academic side of the university, would be valuable. Also, a number of faculty receive and use the emails from AASHE in their teaching.
  - Braun will contact Jim Harris about the decision not to pursue NEON membership as he had suggested.
3. Braun will send out an email regarding a possible approach for formalizing the work of assessment of the SLOs into a form that can be disseminated
  4. Open discussion on incorporating sustainability into the curriculum (Committee Charge from ExComm)
    - Brainstorming on approaches to addressing the charge to help incorporate sustainability into the curriculum
    - Possibility of doing a CTL workshop
    - Do background check on new provost to determine amenability to supporting increasing the incorporation of sustainability into the curriculum
    - Idea of connecting this activity with work on assessing SLOs
    - Topic will be taken up at next meeting to come up with a possible work plan
  5. Next meeting is **Wednesday November 30th (8:10 - 9 am, 10-206)**

***Action items/notes***

- Neal to try to contact Rachel again to determine the timing of the committee meetings regarding the sustainability requirement
- Braun will contact Jim Harris about the decision not to pursue NEON membership as he had suggested
- Braun will send out an email regarding a possible approach for formalizing the work of assessment of the SLOs into a form that can be disseminated

**ASSC Meeting  
November 30, 2011  
10-206**

Committee Members (and designations)

Attending:

<i>Name</i>	<i>Dept.</i>	<i>College/ Unit</i>	<i>Exp. Term/ Other</i>
Braun, David	ElecEngr	CENG	2012
Echols, Robert	Physics	CSM	2012
Kelting, Scott	ConstMgr	CAED	2013
Lancaster, Kate	Acctg&Law	OCOB	2012
Levi, Daniel	Psyc&CD	CLA	2012
MacDougall, Neal	Agribus	CAFES	2013
Vestermark, Jesse	Library	PCS	2013
Henry, Rachel	AcadProg	Admin	Ex Officio
Greenwald, Harvey	Math	CSM	Other

Guest: Norm Borin

**Fall Quarter Meeting Schedule:**

~~Wednesday October 26th (8:10 - 9 am, 10-206)~~

~~Wednesday November 9th (8:10 - 9 am, 10-206)~~

~~Wednesday November 30th (8:10 - 9 am, 10-206)~~

**AGENDA**

1. Approach for formalizing the work of assessment of the SLOs into a form that can be disseminated (continuation) (Braun)
2. Update on Academic Senate and the sustainability requirement (Neal)
3. Start developing work plan for incorporating sustainability into the curriculum (Committee)
4. Discussion of possible meeting times for winter quarter

**Action Items from Previous Meeting**

- Neal to try to contact Rachel again to determine the timing of the committee meetings regarding the sustainability requirement -- COMPLETED
- Braun will contact Jim Harris about the decision not to pursue NEON membership as he had suggested -- COMPLETED
- Braun will send out an email regarding a possible approach for formalizing the work of assessment of the SLOs into a form that can be disseminated -- COMPLETED

***Outcomes (based on Agenda items)***

1. Approach for formalizing the work of assessment of the SLOs into a form that can be disseminated (continuation) (Braun)
  - Various members of the committee will use the assessments this quarter and will report results to Braun
  - Other members are planning on using assessments in the winter quarter as well as recruiting other faculty to use the assessments
  - Noted that it is not required for the class to formally address sustainability – critical to establish basic baseline data
  - Idea is to continue with piloting and assessing results before anything moves up to the university level
  - With final WASC reports coming, university is formalizing assessment of student learning so SLOs will likely need to be adjusted to reflect the university's formal assessment tools
2. Update on Academic Senate and the sustainability requirement (Neal)
  - Rachel suggesting that small group of ExComm and Neal meet in early winter quarter to begin process of discussing the sustainability requirement
  - Neal will determine if other ASSC members can join who have been deeply involved in sustainability requirement discussions in the past (Harvey)
3. Start developing work plan for incorporating sustainability into the curriculum (Committee)
  - Broad discussion to addressing big picture of how to address sustainability issues; no formal decisions made
4. Discussion of possible meeting times for winter quarter
  - Doodle poll going out