

To: Cal Poly Academic Senate
From: David Braun
Chair, Academic Senate Sustainability Committee
Re: Fall 2014 Quarterly Report
Date: December 8, 2014

The Committee met six times during Fall quarter. Since the CSU Board of Trustees adopted an expanded CSU Sustainability Policy in 2014, the Committee discussed with enthusiasm its eagerness to realize the new policy. The committee revised its responsibilities and sent a resolution titled *Resolution On Academic Senate Sustainability Committee Responsibilities* to the Executive Committee. The committee wrote a new Procedures and Guidelines document and revised it based on feedback from the Executive Committee, the Provost, and the Academic Senate Chair. Committee meetings focused on the Committee's first charge to respond to AS-787-14 by developing a process to identify sustainability courses. Below, please find details on progress made on all Committee Charges.

ASSC Committee Charges for 2014-15:¹

- Respond to AS-787-14
 - Develop a process to identify courses meeting at least two SLOs
 - Produce a list of courses meeting at least two SLOs.
- Respond to 2014 CSU Sustainability Policy directives.
- Continue assessing SLOs. Prepare and deliver report.
- Tag GE courses using process approved in response to AS-787-14.
- Work with students to better integrate approaches to sustainability inside and outside the classroom/curriculum.
- Promote/extend the Green Campus/Star Certification.
- Determine the role of sustainability in the University's strategic plan/action plan.
- Develop procedures and guidelines.
- Work with GEGB to develop sustainable pathways in GE.

ASSC Committee Progress on Charges for 2014-15:

- Respond to AS-787-14
 - Develop a process to identify courses meeting at least two SLOs
 - [Customer needs drafted, discussed, and approved.](#)
 - [Specifications drafted, discussed, and approved.](#)
 - [Listed lessons learned from 2012 pilot GE SUSCAT course assessment.](#)
 - [SUSCAT rubric drafted, revised, normed, revised, and approved.](#)
 - [Started listing policy components.](#)
 - Produce a list of courses meeting at least two SLOs.
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 - [Resolution on responsibilities sent to Ex-Com.](#)
- Continue assessing SLOs. Prepare and deliver report.
 - [Only discussed briefly.](#)

¹ www.academicsenate.calpoly.edu/content/acadsen_comm/sustainability

- Tag GE courses using process approved in response to AS-787-14.
 - Awaits completing first charge.
- Work with students to better integrate approaches to sustainability inside and outside the classroom/curriculum.
 - Only discussed briefly.
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- Determine the role of sustainability in the University's strategic plan/action plan.
 - Several committee members participated in and reported on the Master Plan Advisory Committees meeting this quarter.
- Develop procedures and guidelines.
 - Sent to Ex-Com.
 - Agendized for their 10-14 meeting, but not covered due to time.
 - Discussed at 11-4 meeting. The ExCom passed a motion to have us revise the procedures and guidelines document.
 - A subsequent email from the Provost corrected the title of one of our members to make it consistent with the AS Bylaws.
 - The Provost email and a conversation with Gary Laver asked us to change the designation of "Academic Dean" to "Academic Dean or Associate Dean."
 - Gary Laver directed us to submit the revised procedures and guidelines at the end of the quarter with our end-of-quarter report. See the one page Procedures and Guidelines document below.
 - The request to extend ASSC responsibilities to include the CSU Sustainability Policy will go to the Senate as part of their Winter quarter review of Academic Senate Bylaws.
- Work with GEGB to develop sustainable pathways in GE.
 - Charge added by ExCom on Nov. 4, 2014. Awaits SUSCAT course list.

Report Appendices:

Resolution on ASSC Responsibilities (Resolution on ASSC Responsibilities 9-30-14.doc)	p. 3
Procedures and Guidelines Document (ASSC Procedures 110614.doc)	p. 4
SUSCAT Policy Development	
Customer Needs Assessment	p. 5
2012 GE Course Pilot Lessons Learned	p. 5
Table I Stakeholder Needs Assessment	p. 6
TABLE II SUSCAT REVIEW POLICY REQUIREMENTS AND SPECIFICATIONS	p. 7
Revised SUSCAT rubric version 7	p. 8
Meeting Minutes	p. 9-24
CSU Sustainability Policy 2014	p. 25-31

External Attachments:

Resolution on ASSC Responsibilities (Resolution on ASSC Responsibilities 9-30-14.doc)
Procedures and Guidelines Document (ASSC Procedures 110614.doc)

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Adopted:

**ACADEMIC SENATE
of
CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, CA**

AS-____-14

**RESOLUTION ON ACADEMIC SENATE SUSTAINABILITY COMMITTEE
RESPONSIBILITIES**

1 WHEREAS, In July 2014, the CSU Board of Trustees adopted a significantly expanded Sustainability
2 Policy (attached); therefore be it
3

4 RESOLVED: That the Academic Senate Sustainability Committee Responsibilities be revised as
5 follows:
6

7 The Sustainability Committee shall inform and support the activities of other committees
8 whose scope encompasses environmental responsibility. The Sustainability Committee
9 shall make recommendations to the Academic Senate, as appropriate, regarding the
10 provisions of the Talloires Declaration and the CSU Sustainability Policy.
11
12

Proposed by: Sustainability Committee
Date: September 30, 2014

ACADEMIC SENATE SUSTAINABILITY COMMITTEE DESCRIPTION AND PROCEDURES

Academic Senate Sustainability Committee (ASSC) Responsibilities: The Sustainability Committee shall inform and support the activities of other committees whose scope encompasses environmental responsibility. The Sustainability Committee shall make recommendations to the Academic Senate, as appropriate, regarding the provisions of the Talloires Declaration (AS-622.04) and the CSU Sustainability Policy.

President Baker's Charge: "I encourage it to be particularly attentive to how the curricula expectations regarding student learning and applied research might reflect the educational aspirations of the Talloires Declaration." (Response to AS-622.04)

Governance Principles

The ASSC committee is a primary campus group that focuses on helping California Polytechnic State University meet the sustainability goals outlined in our mission and learning objectives. Committee members are passionate about the work we do to support the Talloires Declaration ten action points. Because our charge is to make recommendations that may affect the entire campus, these recommendations are the result of a consensus-based, transparent, and inclusive decision-making process.

Committee membership

Shall include voting General Faculty representative from each college and Professional Consultative Services. The Academic Senate Chair is an ex officio, nonvoting member. Ex officio members shall be the Provost/Vice President for Academic Affairs or designee, the Associate Vice Provost for Programs and Planning or designee, the Director of Facilities Planning or designee, the Associate Director of Sustainable Energy and Utilities, one academic Dean or Associate Dean, and two ASI representatives.

General Procedures

Annually

- ASSC members discuss possible charges for upcoming year
- ASSC Chair meets with Chair of Academic Senate to reach agreement on charges
- ASSC members agree to this list of charges and assume ownership for various charges

Quarterly

- ASSC Chair completes quarterly report

Every two weeks during academic year

- Committee meets to report on progress made on charges and discuss new items.

As needed

- Committee and subcommittee members meet with other Cal Poly representatives to collaborate on various charges
- Committee members support sustainability-related campus events (For example, committee was very involved with the planning and execution of Focus the Nation, 2008)

Draft Policy to Vet Sustainability Courses for Suscat

SUSCAT Policy Customer Needs Assessment

The policy should meet the needs of several stakeholders:

1. Faculty and department heads who teach sustainability courses and want them listed on SUSCAT
2. Students who want to take sustainability courses
3. Faculty and staff who implement the policy by performing the review
4. Faculty and staff who maintain SUSCAT
5. The Academic Senate
6. Academic Advisors
7. CSU System Administrators
8. Faculty and department heads who would like to teach sustainability but don't know how.

During the 2012 GE course pilot assessment, the ASSC learned a few lessons:

1. Based on the title and catalog description, many or most courses clearly DO NOT achieve at least two SLOs.
2. Based on the title, catalog description, and course proposal, some courses clearly DO achieve at least two SLOs.
3. Based on the title, catalog description, and course proposal, some courses MAY or MAY NOT achieve at least two SLOs. This is a small group.
4. A relatively small fraction of GE courses achieve at least two SLOs.
5. A two-part rubric covered the above cases. One part used title and catalog description only. The other part relied on a course proposal form, course modification form, ABET or other detailed Syllabus, and/or Expanded Course Outline.

Therefore, we can probably eliminate many courses from consideration, just by reviewing the course title and catalog description. Other courses will require someone review at least a course proposal form, course modification form, ABET or other detailed Syllabus, and/or Expanded Course Outline. A possibility exists that such information may prove less easy to access for some courses than for others.

Table I Stakeholder Needs Assessment

Stakeholder	Needs	Met?
Faculty and department heads who teach sustainability courses and want them listed on SUSCAT	<ol style="list-style-type: none"> 1. Simple and convenient process. 2. Reproducible process 3. Can appeal decision. 	
Students who want to take sustainability courses	<ol style="list-style-type: none"> 1. Reproducible process. 2. Process should identify all relevant sustainability courses. 3. Should see results in catalog and PASS. 	
Faculty and staff who implement the policy by performing the review	<ol style="list-style-type: none"> 1. Simple and convenient process. 2. Reproducible process. 	
Faculty and staff who maintain SUSCAT	<ol style="list-style-type: none"> 1. Easy to update. 2. Automatically delist defunct courses. 3. Automatically become aware of new course. 	
The Academic Senate	<ol style="list-style-type: none"> 1. Reproducible process. 2. Serves students and faculty. 3. Serves curricular needs. 4. Serves course and catalog administrative needs. 	
Academic Advisors	<ol style="list-style-type: none"> 1. Reproducible process. 2. Process should identify all relevant sustainability courses. 3. Should see results in catalog and PASS. 	
CSU System Administrators	<ol style="list-style-type: none"> 1. Report data on percentage of classes & number of classes meeting each SLO 	
Faculty and department heads who would like to teach sustainability courses but don't know how.	<ol style="list-style-type: none"> 1. Clear Instructions 	

TABLE II
SUSCAT REVIEW POLICY REQUIREMENTS AND SPECIFICATIONS

Marketing Requirements	Specifications	Justification
2	SUSCAT contains any course achieving at least two SLOs (Rubric score ≥ 6 AND at least 20% of course covers SLOs)..	Policy approved by ASSC in 2012.
1, 2, 4	The ASSC reviews all GE courses.	Per 2014-2015 ASSC charges.
2, 4, 8, 9, 10, 11	The ASSC must review additional courses.	Policy approved by ASSC in 2014.
1, 2, 3, 4, 6	Faculty may submit SUSCAT review requests for specific courses to the ASSC.	To prevent overlooking a course belonging in SUSCAT.
1, 2, 3, 4, 9	A process exists to handle faculty appeals of initial SUSCAT review decisions.	Provides checks and balances. Encourages inter-rater reliability.
1, 2, 3, 4, 9, 10	The review process may require additional information such as course proposal forms, course modification form, ABET or other detailed Syllabus, and/or Expanded Course Outline.	Title and course description alone may not suffice to identify whether a course meets any of the SLOs.
1, 2, 3, 4, 9, 10, 11	Applicants may justify how a course meets SUSCAT approval criteria.	In case course documentation supplied for SUSCAT review didn't suffice for an accurate review, applicants may submit additional documentation.
4, 8, 9, 10, 11	The ASSC reviews all new courses approved by the ASSC.	To maintain currency.
9, 10, 11	The SUSCAT list appears online.	To make list easily available to all stakeholders.
4, 9, 10	The ASSC communicates decisions to faculty and department heads.	
Marketing Requirements <ol style="list-style-type: none"> 1. Simple and convenient process. 2. Reproducible process 3. Can appeal decision. 4. Process should identify all relevant sustainability courses. 5. Should see results in catalog and PASS. 6. Easy to update. 7. Automatically delist defunct courses. 8. Automatically become aware of new course. 9. Serves students and faculty. 10. Serves curricular needs. 11. Serves course and catalog administrative needs. 12. Report data on percentage of classes & number of classes meeting each SLO 		

Academic Senate Sustainability Committee SLOs Evaluation Rubric

Course Prefix & Number

Replace this cell with course Prefix & Number, e.g. GEOG 301

Course Title

Replace this cell with course Title, e.g. Geography of Resource Utilization

Course Description

Replace this cell with course catalog description, e.g. A multicultural, world view of the interconnections of the following resource systems: food, energy, water, and non-fuel minerals. A pervading theme is the sustainability of these systems. 4 lectures. Prerequisite: Completion of GE Areas A, D3. Recommended: Junior standing. Fulfills GE D5 except for Social Sciences majors.

GE Area, if any

Evaluator name:

Joe Blow

Evaluator User Name:

jblow@calpoly.edu

Initial Assessment Based on Course Title & Description		Points Possible	Points Actual		
Yes, the course very likely achieves at least two of the four SLOs.		2			
Maybe, the course might achieve one or more SLOs.		1			
No, the course doesn't seem to address the SLOs.		0			
Cal Poly defines sustainability as <i>the ability of natural and social systems to survive and thrive together to meet current and future needs.</i>					
Assessment Based on Course Proposal or Syllabus	Minimal Evidence Score = 0	Threshold Evidence Score = 1	Strong Evidence Score = 2 *	Superior Evidence Score = 3 **	Score
	Syllabus doesn't mention SLOs	Syllabus mentions SLOs	Syllabus shows SLO student outcomes	Syllabus has SLOs as a major course focus	
SLO1: The course expects students to define and apply sustainability principles within their academic programs					
SLO2: The course expects students to explain how natural, economic, and social systems interact to foster or prevent sustainability					
SLO3: The course expects students to analyze and explain local, national, and global sustainability using a multidisciplinary approach					
SLO4: The course expects students to consider sustainability principles while developing personal and professional values					
Total Score (SLO1 - SLO4)					0
20% or more of the course covers the SLOs.				Yes/No	
Sustainability Course (Score >=6 AND 20% or more sustainability)					No
If course doesn't address the SLOs, could it?				Yes/No	

Suggestion(s) how course might address one or more of the SLOs:**Other Comments:**

* A score of 2 requires the syllabus to show SLO student outcomes AND mention the SLO.

** A score of 3 requires the syllabus to have the SLO as a major course focus AND show the SLO student outcomes AND mention the SLO.

**ASSC Meeting
September 30, 2014
20-206 (9:10 am, 11:10 am)**

Committee Members (and designations)

<i>Name</i>	<i>Dept.</i>	<i>College/ Unit</i>	<i>Exp. Term/ Other</i>	<i>Present</i>
Borin, Norm	Marketing	OCOB	2016	Y
Braun, David (Ch)	ElecEngr	CENG	2016	Y
Fernsler, Jonathan	Physics	CSM	2016	
Kelting, Scott	ConstMgr	CAED	2015	
Levi, Daniel	Psyc&CD	CLA	2016	Y
Vacant		CAFES	2015	
Vestermark, Jesse	Library	PCS	2015	Y
Elliot, Dennis	Fac. Serv.	Assoc. Dir. E&U	Ex Officio	Y
Moloney, Julie	Fac.Plan	Admin	Ex Officio	
Bonestroo, Lexie	Student	ASI	Ex Officio (ASI)	
Cool, Lauren	Student	ASI	Ex Officio (ASI)	Y
Tool, Katie	AcadProg	Admin	Ex Officio	
Theodoropoulos, Christine	AcadDean	Provost	Ex Officio	
Greenwald, Harvey	Math	Guest		Y
MacDougall, Neal	Agribus	Guest		

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Cal Poly Sustainability Learning Objectives:²

Cal Poly defines sustainability as the ability of the natural and social systems to survive and thrive together to meet current and future needs. In order to consider sustainability when making reasoned decisions, all graduating students should be able to:

- Define and apply sustainability principles within their academic programs
- Explain how natural, economic, and social systems interact to foster or prevent sustainability
- Analyze and explain local, national, and global sustainability using a multidisciplinary approach
- Consider sustainability principles while developing personal and professional values

Academic Senate Resolution 688-09 approved by President Baker June 22, 2009

Fall Quarter Meeting Schedule:

~~Tuesday, September 30 (9:10 – 10 am, 20-206)~~
~~Tuesday, September 30 (11:10 – 12 noon, 20-206)~~
Tuesday, October 14 (9:10 - 10 am, 20-206)
Tuesday, October 14 (11:10 - 12 noon, 20-206)
Tuesday, October 28 (9:10 - 10 am, 20-206, room uncertain)
Thursday, October 30 (3:10 – 4 pm, 20-206)
Friday, November 14 (8:10 – 9 am, 20-206)
Tuesday, December 2 (9:10 - 10 am, 20-206)
Tuesday, December 2 (11:10 - 12 noon, 20-206)

The early meeting convened at 9:18 a.m.; the later meeting convened at 11:10 a.m.

REPORTS

1. Introductions and Updates
 - a. Dennis Elliot reported on opportunities for advancing sustainability on campus. He announced the campus has met its AB32 energy goals for 2020 six years early. Current plans for the new dorms include LEED Platinum performance and net zero energy.
 - b. Discussion took place about the possible revival of the Empower Poly club by student Jesse Gibson.
2. The committee added items to the proposed agenda but didn't get to them during the meeting:
 - a. Consider proposing a Sustainability Office on campus.
 - b. Discuss President Armstrong's support of Sustainability during his WOW presentation.
 - c. Discuss the plastic bottle situation on campus

² www.academicprograms.calpoly.edu/content/academicpolicies/sustainability_lo

- d. Discuss how to increase sustainability's visibility in Cal Poly's advancement efforts and how to encourage advancement to gain support for sustainability projects.
- e. Plan to meet with Provost Enz Finken.
3. The committee briefly reviewed the 2014-2015 committee charges.
4. The committee made minor revisions to the ASSC procedures and guidelines document (see attachment). We agreed without objection to forward this revision to the Ex-Com.

Editorial note added after the meeting:

The Talloires Declaration text appears in AS-598-03

(<http://digitalcommons.calpoly.edu/senateresolutions/599/>) and the 2014 CSU

Sustainability Policy text appears online

(<http://www.calstate.edu/bot/agendas/may14/JointMeeting-CPBG-ED.pdf>). It passed the BOT in July (<http://www.calstate.edu/bot/agendas/jul14/FullAgenda.pdf> p. 123).

5. Discussion took place regarding an Academic Senate Resolution titled *Revise Committee Responsibilities to address CSU Sustainability Policy* (see attachment). We agreed without objection to forward this resolution to the Ex-Com.
6. Discussion took place regarding Academic Senate Resolution AS-787-14 re: Develop a process to identify courses meeting at least two SLOs. Braun agreed to send out a draft for review prior to the Oct. 14 meetings.

The early meeting adjourned at 10:03 a.m.; the later meeting adjourned at noon.

Attachments:

Draft procedures and guidelines

Draft resolution on ASSC responsibilities

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October 14, 2014
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The early meeting convened at 9:10 a.m.; the later meeting convened at 11:10 a.m.

REPORTS

1. Introductions and Updates
 - a. Norm Borin reported on outreach to student clubs and project teams.
 - b. Katie Tool reported on GE Committee progress and course review using the electronic system.
 - c. Braun reviewed progress on ASSC charges made by email since the previous meetings.
2. Minutes from Sept. 30 meetings approved without objection.
3. Discussion took place regarding forming two subcommittees:
 - a. Develop an invitation and agenda for the Provost to attend an ASSC meeting.
 - b. Develop a proposal for a Sustainability Office/Center/Institute on campus.If you would like to participate in either or both of these, please contact Braun.
4. Academic Senate Resolution re: Develop a process to identify courses meeting at least two SLOs.

² www.academicprograms.calpoly.edu/content/academicpolicies/sustainability_lo

- a. Discussion took place finalizing stakeholder needs summarized in Table I. The discussion led to adding as stakeholders faculty who would like to teach sustainability but don't know how. The discussion led to adding as stakeholders Department Heads. Discussion took place regarding the stakeholder needs of Librarians.
- b. The ASSC confirmed its agreement to list on SUSCAT courses achieving at least two SLOs.
- c. The ASSC agreed to consider making a special designation for courses meeting all four SLOs.
- d. The ASSC agreed to avoid listing courses in which meeting the SLOs depends on instructor.
- e. Discussion took place regarding developing requirements and specifications with slight changes to Table II.

The early meeting adjourned at 10:20 a.m.; the later meeting adjourned at 11:57 a.m.

Attachments:

Updated draft (V3) of SUSCAT stakeholders needs statement plus requirements and specifications.

**ASSC Meeting
October 28, 2014
20-206 (9:10 am)**

Committee Members (and designations)

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Moloney, Julie	Fac.Plan	Admin	Ex Officio	Y
Bonestroo, Lexie	Student	ASI	Ex Officio (ASI)	
Cool, Lauren	Student	ASI	Ex Officio (ASI)	Y
Tool, Katie	AcadProg	Admin	Ex Officio	Y
Theodoropoulos, Christine	AcadDean	Provost	Ex Officio	
Greenwald, Harvey	Math	Guest		Y
MacDougall, Neal	Agribus	Guest		
Francis, Hunter	CAFES Sust.	Guest		Y

ASSC Committee Charge for 2014-15:¹

- Respond to AS-787-14
 - Develop a process to identify courses meeting at least two SLOs
 - [Customer needs drafted.](#)
 - [Started drafting specifications](#)
 - Produce a list of courses meeting at least two SLOs.
- Respond to 2014 CSU Sustainability Policy directives.
 - [Resolution on responsibilities sent to Ex-Com.](#)
- Continue assessing SLOs. Prepare and deliver report.
- Tag GE courses using process approved in response to AS-787-14.
- Work with students to better integrate approaches to sustainability inside and outside the classroom/curriculum.
- Promote/extend the Green Campus/Star Certification.
- Determine the role of sustainability in the University's strategic plan/action plan.
- Develop procedures and guidelines.
 - [Sent to Ex-Com.](#)

¹ www.academicsenate.calpoly.edu/content/acadsen_comm/sustainability

- Agendized for their 10-14 meeting, but not covered due to time.

Cal Poly Sustainability Learning Objectives:²

Cal Poly defines sustainability as the ability of the natural and social systems to survive and thrive together to meet current and future needs. In order to consider sustainability when making reasoned decisions, all graduating students should be able to:

- Define and apply sustainability principles within their academic programs
- Explain how natural, economic, and social systems interact to foster or prevent sustainability
- Analyze and explain local, national, and global sustainability using a multidisciplinary approach
- Consider sustainability principles while developing personal and professional values

Academic Senate Resolution 688-09 approved by President Baker June 22, 2009

Fall Quarter Meeting Schedule:

~~Tuesday, September 30 (9:10 - 10 am, 20-206)~~

~~Tuesday, September 30 (11:10 - 12 noon, 20-206)~~

~~Tuesday, October 14 (9:10 - 10 am, 20-206)~~

~~Tuesday, October 14 (11:10 - 12 noon, 20-206)~~

~~Tuesday, October 28 (9:10 - 10 am, 20-206, room uncertain)~~

~~Thursday, October 30 (3:10 - 4 pm, 20-206) Canceled.~~

Monday, **November 10** (8:10 - 9 am, 20-206) note new date/time

Tuesday, December 2 (9:10 - 10 am, 20-206)

Tuesday, December 2 (11:10 - 12 noon, 20-206)

The meeting convened at 9:10 a.m.

REPORTS

1. Introductions and Updates

- a. Hunter Francis announced the Michael Clemson lecture about the 2014 CSU Sustainability Policy on Thursday, Nov. 20 at 11:00 in Bldg. 007, the ATL.

M/S/P The ASSC would like to co-sponsor Michael Clemson's lecture.

- b. Dennis Elliot announced that Cal Poly has met 6 years early its AB32 requirement to reduce greenhouse gas emissions to 1990 levels by 2020. This came in spite of the campus increasing its square footage by 60% and doubling on-campus housing. The campus must also reduce its GHG emissions at least 80% below 1990 levels by 2040.
- c. Discussion took place regarding the campus Master Planning process.

2. Revised minutes from Oct. 14 meetings approved without objection.

² www.academicprograms.calpoly.edu/content/academicpolicies/sustainability_lo

3. Academic Senate Resolution re: Develop a process to identify courses meeting at least two SLOs.
 - a. Discussion took place regarding lessons learned from 2012 GE pilot.
 - b. Discussion took place regarding whether to include the estimated fraction of a course devoted to sustainability learning objectives.
 - c. Discussion took place regarding updating the rubric used during the 2012 GE pilot. Katie and Jesse volunteered to revise the rubric.

The meeting adjourned at 10:02 a.m.

Attachments:

Revised minutes from Oct. 14 meetings.

**ASSC Meeting
November 10, 2014
20-206 (8:10 am)**

Committee Members (and designations)

<i>Name</i>	<i>Dept.</i>	<i>College/ Unit</i>	<i>Exp. Term/ Other</i>	<i>Present</i>
Borin, Norm	Marketing	OCOB	2016	
Braun, David (Ch)	ElecEngr	CENG	2016	Y
Fernsler, Jonathan	Physics	CSM	2016	
Kelting, Scott	ConstMgr	CAED	2015	
Levi, Daniel	Psyc&CD	CLA	2016	Y
Vacant		CAFES	2015	
Vestermarck, Jesse	Library	PCS	2015	Y
Elliot, Dennis	Fac. Serv.	Assoc. Dir. E&U	Ex Officio	
Moloney, Julie	Fac.Plan	Admin	Ex Officio	
Bonestroo, Lexie	Student	ASI	Ex Officio (ASI)	
Cool, Lauren	Student	ASI	Ex Officio (ASI)	
Tool, Katie	AcadProg	Admin	Ex Officio	
Theodoropoulos, Christine	AcadDean	Provost	Ex Officio	
Greenwald, Harvey	Math	Guest		Y
MacDougall, Neal	Agribus	Guest		Y
Francis, Hunter	CAFES Sust.	Guest		

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Cal Poly defines sustainability as the ability of the natural and social systems to survive and thrive together to meet current and future needs. In order to consider sustainability when making reasoned decisions, all graduating students should be able to:

- Define and apply sustainability principles within their academic programs
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Academic Senate Resolution 688-09 approved by President Baker June 22, 2009

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ASSC Committee Charge for 2014-15:²

- Respond to AS-787-14
 - Develop a process to identify courses meeting at least two SLOs
 - [Customer needs drafted.](#)
 - [Started drafting specifications.](#)
 - [Listed lessons learned from 2012 pilot GE course assessment.](#)
 - [Started rubric revision.](#)
 - [Started listing policy components.](#)
 - Produce a list of courses meeting at least two SLOs.
- Respond to 2014 CSU Sustainability Policy directives.
 - [Resolution on responsibilities sent to Ex-Com.](#)
- Continue assessing SLOs. Prepare and deliver report.
- Tag GE courses using process approved in response to AS-787-14.
- Work with students to better integrate approaches to sustainability inside and outside the classroom/curriculum.
- Promote/extend the Green Campus/Star Certification.
- Determine the role of sustainability in the University's strategic plan/action plan.
- Develop procedures and guidelines.
 - [Sent to Ex-Com.](#)
 - [Agendized for their 10-14 meeting, but not covered due to time.](#)
 - [Discussed at 11-4 meeting. The ExCom passed a motion to have us revise the procedures and guidelines document.](#)
 - [A subsequent email from the Provost corrected the title of one of our members to make it consistent with the AS Bylaws.](#)
 - [The Provost email and a conversation with Gary Laver asked us to change the designation of "Academic Dean" to "Academic Dean or Associate Dean."](#)
 - [Gary Laver directed us to submit the revised procedures and guidelines at the end of the quarter with our end-of-quarter report.](#)
 - [The request to extend ASSC responsibilities to include the CSU Sustainability Policy will go to the Senate as part of their Winter quarter review of Academic Senate Bylaws.](#)
- Work with GEGB to develop sustainable pathways in GE.
 - [Added by ExCom on Nov. 4, 2014.](#)

Fall Quarter Meeting Schedule:

~~Tuesday, September 30 (9:10 – 10 am, 20-206)~~

~~Tuesday, September 30 (11:10 – 12 noon, 20-206)~~

~~Tuesday, October 14 (9:10 – 10 am, 20-206)~~

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~~Thursday, October 30 (3:10 – 4 pm, 20-206)~~

~~Monday, November 10 (8:10 – 9 am, 20-206) note new date/time~~

Tuesday, **November 25** (9:10 - 10 am, 20-206) note new date/time

Tuesday, December 2 (9:10 - 10 am, 20-206)

The meeting convened at 8:10 a.m.

REPORTS

1. Minutes from Oct. 28 meetings approved without objection.
2. Academic Senate Resolution re: Develop a process to identify courses meeting at least two SLOs.
 - a. Discussion took place regarding lessons learned from 2012 GE pilot.
 1. Based on the title and catalog description, many or most courses clearly DO NOT achieve at least two SLOs.
 2. Based on the title, catalog description, and course proposal, some courses clearly DO achieve at least two SLOs.
 3. Based on the title, catalog description, and course proposal, some courses MAY or MAY NOT achieve at least two SLOs. This is a small group.
 4. A relatively small fraction of GE courses achieve at least two SLOs.
 5. A two-part rubric covered the above cases. One part used title and catalog description only. The other part relied on a course proposal form, course modification form, ABET or other detailed Syllabus, and/or Expanded Course Outline.
 - b. Discussion took place regarding the draft rubric based on the writing proficiency rubric as revised by Katie and Jesse. This discussion took the bulk of the meeting time and resulted in the attached draft rubric. Issues discussed included the following
 1. Should the course ask, request or expect students to meet the SLOs? Discussion converged on “expect.”
 2. Discussion took place regarding to what extent a course achieves a SLO based on class time devoted to the topic and to what extent course assignments and student work comes into play.
 3. What average or total score would suffice to have a course meet two or more SLOs? Discussion converged on reducing the levels assigned for each SLO from five options (0 points to 4 points) to four options (0 points to 3 points). 0 points means minimal achievement, 1 point means threshold achievement (the course proposal form or detailed Syllabus mentions the SLO), 2 points means strong achievement (the course shows detailed student outcomes), and 3 points means superior achievement (the SLO forms a major course focus).
 4. Based on the above, consensus arose around requiring a course to obtain at least a score of 6 or more points to rate as meeting at least two SLOs. This allows several options by which a course could meet the criterion: three points on two or more SLOs, three points on one SLO and two points on at least two other SLOs, three points on one SLO and two

points on another SLO and one point or at least one other SLO, three points on one SLO and one point on all other SLOs, or two points on at least three SLOs.

5. Discussion took place on how to better define how many points to assign for a given course, and the committee agreed to perform a norming exercise to increase inter-rater reliability, possibly by email before the next meeting.

The meeting adjourned at 9:18 a.m.

Attachments:

Revised rubric Sustainability Draft Rubric_V4_11-12-14.docx

**ASSC Meeting
November 25, 2014
20-206 (9:10 am)**

Committee Members (and designations)

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Kelting, Scott	ConstMgr	CAED	2015	
Levi, Daniel	Psyc&CD	CLA	2016	Y
Vacant		CAFES	2015	
Vestermark, Jesse	Library	PCS	2015	
Elliot, Dennis	Fac. Serv.	Assoc. Dir. E&U	Ex Officio	
Moloney, Julie	Fac.Plan	Admin	Ex Officio	Y
Bonestroo, Lexie	Student	ASI	Ex Officio (ASI)	
Cool, Lauren	Student	ASI	Ex Officio (ASI)	
Tool, Katie	AcadProg	Admin	Ex Officio	Y
Theodoropoulos, Christine	AcadDean	Provost	Ex Officio	
Greenwald, Harvey	Math	Guest		
MacDougall, Neal	Agribus	Guest		
Francis, Hunter	CAFES Sust.	Guest		Y

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Tuesday, December 2 (9:10 - 10 am, 20-206)

The meeting convened at 9:10 a.m.

REPORTS

1. Minutes from Nov. 10 meeting approved without objection.
2. Revise procedures document titled "ASSC Procedures 110614.doc" approved without objection.
3. Academic Senate Resolution re: Develop a process to identify courses meeting at least two SLOs. The committee began a norming process to encourage more uniform assessment.
 - a. Discussion took place regarding how to apply the revised rubric V5 to GEOG 301, IT 330, and KINE 255 as test cases.
 1. Discussion took place regarding how to apply SLO1 to GE courses and non-GE courses. Specifically, should the rubric ask whether GE courses apply sustainability within the student's major or within the discipline(s) associated with the GE course?
 2. Discussion took place regarding to what extent the fraction of the course covering sustainability should weigh into the decisions regarding individual SLO assignments or the overall conclusion about whether or not the course meets the threshold.
 - b. Discussion took place regarding revisions to the rubric.
 1. Add the Cal Poly sustainability definition to the rubric.
 2. Add score explanations to indicate that any SLO category score of 2 would also assume that the syllabus mentions the SLO (score of 1). Also, any SLO category score of 3 would also assume that the course meets score 1 & 2 requirements (mentions the SLO and shows SLO student outcomes).

The meeting adjourned at 10:02 a.m.

Attachments:

Revised rubric V6.

AGENDA

JOINT MEETING OF THE COMMITTEES ON EDUCATIONAL POLICY AND CAMPUS PLANNING, BUILDINGS AND GROUNDS

Meeting: 1:00 p.m., Tuesday, May 20, 2014
Glenn S. Dumke Auditorium

Committee on Educational Policy

Roberta Achtenberg, Chair
Debra S. Farar, Vice Chair
Rebecca D. Eisen
Douglas Faigin
Margaret Fortune
Lupe C. Garcia
Steven M. Glazer
Lillian Kimbell
Lou Monville
J. Lawrence Norton
Steven G. Stepanek
Cipriano Vargas

Committee on Capital Planning, Buildings and Grounds

Rebecca D. Eisen, Chair
J. Lawrence Norton, Vice Chair
Adam Day
Douglas Faigin
Margaret Fortune
Lillian Kimbell
Lou Monville
Cipriano Vargas

Discussion

1. California State University Sustainability Policy Proposal, *Action*

JOINT MEETING

**COMMITTEE ON EDUCATIONAL POLICY
COMMITTEE ON CAMPUS PLANNING, BUILDINGS AND GROUNDS**

California State University Sustainability Policy Proposal

Presentation By

Ken O'Donnell
Senior Director, Student Engagement and Academic Initiatives and Partnerships
Academic Affairs

Elvyra F. San Juan
Assistant Vice Chancellor
Capital Planning, Design and Construction

Summary

This item brings forward the revised policy on sustainability for approval by the California State University Board of Trustees, having been presented at the March 2014 board meeting as an information item. An updated report highlighting the accomplishments of the CSU in sustainability since 2011, as well as the vision for the future as prescribed by the policy herein, will be available at the meeting.

As stated at the March 2014 board meeting, the Board of Trustees has been a proponent of energy conservation and other sustainability measures and has had established policies since 1978. This proposed revised policy is broader than prior policies and more inclusive of all areas of the university community. The policy aims not only to reduce the university's impact on the environment and educate our students, faculty and staff on sustainable practices, but also to incorporate sustainability principles and climate science in our educational offerings.

University Sustainability

1. The CSU will seek to further integrate sustainability into the academic curriculum working within the normal campus consultative process. (14-New)
2. The CSU will develop employee and student workforce skills in the green jobs industry, promote the development of sustainable products and services, and foster economic development. (14-New)

3. The CSU will pursue sustainable practices in all areas of the university, including:
 - a. business operations such as procurement; information technology; student services; food services; facilities operations; design and construction; and
 - b. self-funded entities such as student housing, student unions, parking, children's centers, and auxiliary operations. (14-New)
4. Each CSU is encouraged to designate a sustainability officer responsible for carrying out and/or coordinating campus sustainability program efforts. (14-New)

Climate Action Plan

1. The CSU will strive to reduce systemwide facility greenhouse gas (GHG) emissions to 1990 levels, or below, by 2020 consistent with AB 32, California's Global Warming Solutions Act of 2006 (HSC §38550). Emissions will include both state and auxiliary organization purchases of electricity and natural gas; fleet, marine vessel usage; and other emissions the university or self-support entity has direct control over. The Chancellor's Office staff will provide the baseline 1990 facility emission levels (for purchased electricity and natural gas) for the campuses that existed at that time and assist campuses added to the CSU after 1990 to determine their appropriate baseline. (14-New)
2. The CSU will strive to reduce facility GHG emissions to 80 percent below 1990 levels by 2040. Campus tracking and reporting of their GHG inventory will be grounded in the American College and University President's Climate Commitment guidelines or equivalent, with consideration to campus requested improvements. Metrics will include GHG emissions per FTE. (14-New)
3. The CSU will encourage and promote the use of alternative transportation and/or alternative fuels to reduce GHG emissions related to university associated transportation, including commuter and business travel. (14-New)

Energy Independence and Procurement

1. The CSU shall pursue energy procurement and production to reduce energy capacity requirements from fossil fuels, and promote energy independence using available economically feasible technology for on-site and/or renewable generation. The CSU shall endeavor to increase its self-generated energy capacity from 44 to 80 megawatts (MW) by 2020. (05-New; 14-Revise)
2. The CSU will endeavor to exceed the State of California and California Public Utilities

Commission Renewable Portfolio Standard (RPS) sooner than the established goal of procuring 33 percent of its electricity needs from renewable sources by 2020. (05-New; 14-Revise)

Energy Conservation and Utility Management

1. All CSU buildings and facilities, regardless of the source of funding for their operation, will be operated in the most energy efficient manner without endangering public health and safety and without diminishing the quality of education and the academic program. (78-Adopt; 88-Revise; 01-No Change; 04-No Change; 14-Revise)
2. All CSU campuses will continue to identify energy efficiency improvement measures to the greatest extent possible, undertake steps to seek funding for their implementation and, upon securing available funds, expeditiously implement the measures. (78-Adopt; 88-Revise; 01-No Change; 04-No Change; 14-Revise)
3. The CSU will cooperate with federal, state, and local governments and other appropriate organizations in accomplishing energy conservation and utilities management objectives throughout the state; and inform students, faculty, staff and the general public of the need for and methods of energy conservation and utilities management. (78-Adopt; 88-Revise; 01-No Change; 04-No Change; 14-No Change)
4. Each CSU campus will designate an energy/utilities manager with the responsibility and the authority for carrying out energy conservation and utilities management programs. The Chancellor's Office will have the responsibility to coordinate the individual campus programs into a systemwide program. (78-Adopt; 88-Revise; 01-No Change; 04-No Change; 14-No Change)
5. The CSU will monitor monthly energy and utility usage on all campuses and the Chancellor's Office, and will prepare a systemwide annual report on energy utilization and greenhouse gas emissions. The Chancellor's Office will maintain a systemwide energy database in which monthly campus data will be compiled to produce systemwide energy reporting. Campuses will provide the Chancellor's Office the necessary energy and utility data, such as electricity and natural gas consumption; water and sewer usage; fuel consumed by fleet vehicles, boats, and ships; waste disposal for the systemwide database in a timely manner. (78-; 88- Adopt; 01-Revise; 04-No Change; 14-Revise)
6. Each CSU campus is encouraged to develop and maintain a campuswide integrated strategic energy resource plan, which will include tactical recommendations in the areas of new construction, deferred maintenance, facility renewal, energy projects, water conservation, solid waste management, and an energy management plan. This plan will guide the overall energy program at each campus. (78-Adopt; 88-Revise; 01-Revise; 04-Revise; 14-Revise)

Water Conservation

1. All CSU campuses will pursue water resource conservation to reduce water consumption by 10 percent by 2016, and 20 percent by 2020 including such steps to develop sustainable landscaping, install controls to optimize irrigation water use, reduce water usage in restrooms and showers, and promote the use of reclaimed/recycled water. In the event of a declaration of drought, the CSU will cooperate with the state, city, and county governments to the greatest extent possible to reduce water use. (78-; 88-Adopt; 01-No Change; 04-No Change; 14-Revise)

Waste Management

1. Campuses shall seek to reduce the solid waste disposal rate by 50 percent (PRC § 42921) by 2016, by 80 percent by 2020, and move to zero waste. (14-New)
2. The CSU will encourage the reduction of hazardous waste to the extent possible while supporting the academic program. (14-New)

Sustainable Procurement

1. Campuses will promote use of suppliers and/or vendors who reduce waste, re-purpose recycled material, or support other environmentally friendly practices in the provision of goods or services to the CSU under contract. This may include additional evaluation points in solicitation evaluations for suppliers integrating sustainable practices. (14-New)
2. To move to zero waste, campus practices should: (1) encourage use of products that minimize the volume of trash sent to landfill or incinerators; (2) participate in the CalRecycle Buy-Recycled program or equivalent; and (3) increase recycled content purchases in all Buy-Recycled program product categories. (14-New)
3. Campuses shall continue to report on all recycled content product categories, consistent with PCC § 12153-12217 and shall implement improved tracking and reporting procedures for their recycled content purchases. (14-New)

Sustainable Food Service

1. All campus food service organizations should track their sustainable food purchases. Such tracking and reporting will be grounded in the Real Food Challenge guidelines, or equivalent, with consideration to campus requested improvements. Campuses shall strive to increase their sustainable food purchases to 20 percent of total food budget by 2020. (14-New)

2. Campuses and food service organizations shall collaborate to provide information and/or training on sustainable food service operations to staff and patrons. (14-New)

Sustainable Building Practices

1. All future CSU new construction, remodeling, renovation, and repair projects will be designed with consideration of optimum energy utilization, low life cycle operating costs, compliance with all applicable energy codes (enhanced Title 24 energy codes) and regulations. In the areas of specialized construction that are not regulated through the current energy codes, such as historical buildings, museums, and auditoriums, the CSU will ensure that these facilities are designed to consider energy efficiency. Energy efficient and sustainable design features in the project plans and specifications will be considered in balance with the academic program needs of the project within the available project budget. (78-Adopt; 88-Revise; 01-Revise; 04-Revise; 14-Revise)
2. Capital Planning, Design and Construction in the Chancellor's Office shall monitor building sustainability/energy performance and maintain information on design best practices to support the energy efficiency goals and guidelines of this policy. The sustainability performance shall be based on Leadership in Energy and Environmental Design (LEED) principles with consideration to the physical diversity and microclimates within the CSU. (05-New; 14-Revise)
3. The CSU shall design and build all new buildings and major renovations to meet or exceed the minimum requirements equivalent to LEED "Silver." Each campus shall strive to achieve a higher standard equivalent to LEED "Gold" or "Platinum" within project budget constraints. Each campus may pursue external certification through the LEED process. (05-New; 14-Revise)

Physical Plant Management

1. Each campus shall operate and maintain a comprehensive energy management system that will provide centralized reporting and control of the campus energy related activities. (78-Adopt; 88-Revise; 01-Revise; 04-No Change; 14-Revise)
2. To the extent possible, academic and non-academic programs will be consolidated in a manner to achieve the highest building utilization. (78-; 88-Adopt; 01-No Change; 04-No Change; 14-Revise)
3. All CSU campuses will implement a utilities chargeback system to recover direct and indirect costs of utilities provided to self-supporting and external organizations pursuant to procedures in the Integrated California State University Administrative Manual (ICSUAM). (78-; 88-Adopt; 01-No Change; 04-No Change; 14-Revise)

Recommendation

The following resolution is presented for approval:

RESOLVED, by the Board of Trustees of the California State University, that:

1. The revised Sustainability Policy in Agenda Item 1 of the May 20-21, 2014 joint meeting of the CSU Board of Trustees' Committees on Educational Policy and Campus Planning, Buildings and Grounds is adopted.
2. The progress in achieving the goals stated in this revised Sustainability Policy shall be evaluated at the end of 2016-2017. Interim reports may be requested.
3. The chancellor or his designee is authorized to take all necessary steps to implement the intent of this policy including seeking available state, federal, grant, and private sector funds.

Adopted:

**ACADEMIC SENATE
of
CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, CA**

AS-____-14

**RESOLUTION ON ACADEMIC SENATE SUSTAINABILITY COMMITTEE
RESPONSIBILITIES**

1 WHEREAS, In July 2014, the CSU Board of Trustees adopted a significantly expanded
2 Sustainability
3 Policy (attached); therefore be it
4

5 RESOLVED: That the Academic Senate Sustainability Committee Responsibilities be revised as
6 follows:
7

8 The Sustainability Committee shall inform and support the activities of other
9 committees whose scope encompasses environmental responsibility. The Sustainability
10 Committee shall make recommendations to the Academic Senate, as appropriate,
11 regarding the provisions of the Talloires Declaration and the CSU Sustainability Policy.
12
13

Proposed by: Sustainability Committee
Date: September 30, 2014

ACADEMIC SENATE SUSTAINABILITY COMMITTEE DESCRIPTION AND PROCEDURES

Academic Senate Sustainability Committee (ASSC) Responsibilities: The Sustainability Committee shall inform and support the activities of other committees whose scope encompasses environmental responsibility. The Sustainability Committee shall make recommendations to the Academic Senate, as appropriate, regarding the provisions of the Talloires Declaration (AS-622.04) and the CSU Sustainability Policy.

President Baker's Charge: "I encourage it to be particularly attentive to how the curricula expectations regarding student learning and applied research might reflect the educational aspirations of the Talloires Declaration." (Response to AS-622.04)

Governance Principles

The ASSC committee is a primary campus group that focuses on helping California Polytechnic State University meet the sustainability goals outlined in our mission and learning objectives. Committee members are passionate about the work we do to support the Talloires Declaration ten action points. Because our charge is to make recommendations that may affect the entire campus, these recommendations are the result of a consensus-based, transparent, and inclusive decision-making process.

Committee membership

Shall include voting General Faculty representative from each college and Professional Consultative Services. The Academic Senate Chair is an ex officio, nonvoting member. Ex officio members shall be the Provost/Vice President for Academic Affairs or designee, the Associate Vice Provost for Programs and Planning or designee, the Director of Facilities Planning or designee, the Associate Director of Sustainable Energy and Utilities, one academic Dean or Associate Dean, and two ASI representatives.

General Procedures

Annually

- ASSC members discuss possible charges for upcoming year
- ASSC Chair meets with Chair of Academic Senate to reach agreement on charges
- ASSC members agree to this list of charges and assume ownership for various charges

Quarterly

- ASSC Chair completes quarterly report

Every two weeks during academic year

- Committee meets to report on progress made on charges and discuss new items.

As needed

- Committee and subcommittee members meet with other Cal Poly representatives to collaborate on various charges
- Committee members support sustainability-related campus events (For example, committee was very involved with the planning and execution of Focus the Nation, 2008)