

To: Cal Poly Academic Senate
From: Neal MacDougall
Chair, Academic Senate Sustainability Committee
Re: Winter Quarter 2013 Progress Report
Date: April 6, 2012

The Committee met five times during Fall quarter. An informal work plan for 2012-2013 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 winter quarter of this 2012-2013 academic year.

ASSC Committee Charge for 2012-13:¹

1. Continue assessing SLOs. **Due winter 2013.**
2. Continue work with ExecComm on sustainability requirement.
3. Develop resolution on CP Sustainability catalog – tag GE courses or SUSCAT courses as a sustainability requirement ~2015-17. **Due spring 2013 must have suggestions on what to incorporate.**
4. Work with students to better integrate approaches to sustainability inside and outside the classroom/curriculum. **Low priority.**
5. Promote/extend the Green Campus/Star Certification. **Low priority.**
6. Determine the role of sustainability in the University's strategic plan/action plan. **Low priority.**
7. Develop procedures and guidelines – needs more clear/explicit charge. **Low priority.**

Progress on Committee Charges During Fall Quarter 2012

1. Continue assessing SLOs. **Due winter 2013.**
 - Committee discussions ongoing and assessment to be finished in the beginning of the spring quarter.
2. Continue work with ExecComm on sustainability requirement.
 - No contact from ExecComm regarding current strategy or direction regarding sustainability requirement.
3. Develop resolution on CP Sustainability catalog – tag GE courses or SUSCAT courses as a sustainability requirement ~2015-17. **Due spring 2013 must have suggestions on what to incorporate.**
 - Committee to draft resolution during the first part of the spring quarter to meet April 26 deadline for resolutions.

¹ www.academicsenate.calpoly.edu/content/acadsen_comm/sustainability
(Updated October 2012)

4. Work with students to better integrate approaches to sustainability inside and outside the classroom/curriculum. **Low priority.**
 - Ongoing discussion in committee – starting to develop formal strategy
5. Promote/extend the Green Campus/Star Certification. **Low priority.**
 - Assessment of Agribusiness Department completed
 - Developing plan for next department to be covered (Wine & Viticulture)
 - Work to be integrated with new university project on AASHE STARS program
6. Determine the role of sustainability in the University's strategic plan/action plan. **Low priority.**
 - Material being gathered to give to Debbie Read.
7. Develop procedures and guidelines – needs more clear/explicit charge. **Low priority.**
 - Waiting for input from ExecComm as to what direction they think the ASSC should take in the future (as per the previous Senate Chair's suggestion)

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
January 14, 2013
Library Collaboration Room 216N

Committee Members (and designations)

<i>Name</i>	<i>Dept.</i>	<i>College/ Unit</i>	<i>Exp. Term/ Other</i>
Braun, David	ElecEngr	CENG	2014
Echols, Robert	Physics	CSM	2014
Kelting, Scott	ConstMgr	CAED	2013
Levi, Daniel	Psyc&CD	CLA	2014
MacDougall, Neal	Agribus	CAFES	2013
Mackey, Alison	Management	OCOB	2014
Vestermark, Jesse	Library	PCS	2013
Elliot, Dennis	Fac. Serv.	E&U Mgnr	Ex Officio
Neel, Joel	Fac.Plan	Admin	Ex Officio
Bui, Andrew	Student	ASI	Ex Officio (ASI)
Tinsley, Chelsea	Student	ASI	Ex Officio (ASI)
Tool, Katie	AcadProg	Admin	Ex Officio
Theodoropoulos, Christine	CAED	AcadDean	Ex Officio

Responsibilities:¹

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.

ASSC Committee Charge for 2012-13:²

- Continue assessing SLOs. **Due winter 2013.**
- Continue work with ExecComm on sustainability requirement.
- Develop resolution on CP Sustainability catalog – tag GE courses or SUSCAT courses as a sustainability requirement ~2015-17. **Due spring 2013 must have suggestions on what to incorporate.**
- Work with students to better integrate approaches to sustainability inside and outside the classroom/curriculum. **Low priority.**
- Promote/extend the Green Campus/Star Certification. **Low priority.**
- Determine the role of sustainability in the University's strategic plan/action plan. **Low priority.**

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

² www.academicsenate.calpoly.edu/content/acadsen_comm/sustainability (Updated October 2012)

- Develop procedures and guidelines – needs more clear/explicit charge. **Low priority.**

Cal Poly Sustainability Learning Objectives:³

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

Winter Quarter Meeting Schedule:

Monday January 14 (9:10 - 10 am, Library Collaboration Room 216N)

Friday February 1 (8:10 - 9 am, 10-206)

Monday February 11 (9:10 - 10 am, TBA)

Friday March 1 (8:10 - 9 am, 10-206)

Monday March 11 (9:10 - 10 am, TBA)

AGENDA

1. Update of Action Items from last meeting:
 - Information regarding assessment by the GE Academic Assessment Committee of ULO #6 will be sent (Katie)
2. Update of material for Debbie Read (Neal)
3. Review of Braun's draft plan to pilot Sustainability Learning Objective assessment this academic year (revised version of what we started last year) – NOTE: This was developed prior to our discussion last meeting of the survey.
 - Fall 2012: Administer SLO assessments in courses taught by ASSC members. Analyze results and summarize over Winter break.
 - Winter 2013: Have each ASSC college rep. recruit N faculty members from their college to administer SLO assessments in their courses. Analyze results and summarize over Spring break. While Fall assessments may or may not address all SLOs, Winter quarter assessments should, when taken as a whole, address all four SLOs and collect data from Freshman through Senior level students.

³ www.academicprograms.calpoly.edu/content/academicpolicies/sustainability_lo

- Spring 2013: Develop a plan to expand assessment more broadly and formally across campus during the 2013-2014 academic year.

ASSC Meeting minutes
February 1, 2013
10-206

Committee Members (and designations)

<i>Name</i>	<i>Dept.</i>	<i>College/ Unit</i>	<i>Exp. Term/ Other</i>
Braun, David	ElecEngr	CENG	2014
Echols, Robert	Physics	CSM	2014
Kelting, Scott	ConstMgr	CAED	2013
Levi, Daniel	Psyc&CD	CLA	2014
MacDougall, Neal	Agribus	CAFES	2013
Mackey, Alison (excused)	Management	OCOB	2014
Vestermark, Jesse (excused)	Library	PCS	2013
Elliot, Dennis	Fac. Serv.	E&U Mgnr	Ex Officio
Neel, Joel	Fac.Plan	Admin	Ex Officio
Bui, Andrew	Student	ASI	Ex Officio (ASI)
Tinsley, Chelsea	Student	ASI	Ex Officio (ASI)
Tool, Katie	AcadProg	Admin	Ex Officio
Theodoropoulos, Christine (excused)	CAED	AcadDean	Ex Officio

AGENDA

1. Update of Action Items from last meeting:
 - Update of material for Debbie Read (Neal)
2. Continue work on plan to pilot Sustainability Learning Objective assessment this academic year.
 - Bob Echols' assessment example (attached)
 - Braun's assessment rubric (attached)
3. Briefly discuss Pete Schwartz's request for support of formally incorporating sustainability into the RPT process for the College of Science and Math (attached).

Outcomes (based on Agenda items)¹

1. Update of Action Items from last meeting:
 - Update of material for Debbie Read – **Neal will continue working on the document and will share with the committee prior to sending it out**
2. Continue work on plan to pilot Sustainability Learning Objective assessment this academic year.

¹ Action items are indicated in bold.

- Bob Echols' "Sustainability Learning Assessment" will be turned into a Survey Gizmo online survey so that those committee members wanting to use it can send it out to students without having to develop their own assessment or to use class time to administer the survey. In addition to the questions, an introduction will be written along with some demographic questions (major, college, year among others) so that the info can be easily sorted – **Katie Tool will work on setting up the survey and will send it out for review within a week; Neal will draft a two sentence introduction that can be incorporated into the survey and the accompanying email. [Note: the draft survey will be shared with the adjunct/interested non-committee members for any feedback they might have.]**
 - The committee will finalize the survey no later than the next meeting (possibly at the next meeting) on Monday February 11th.
 - Members of the committee will identify classes, colleagues, groups that can take the online survey or an assessment instrument of their own design. Everyone can choose their own approach – **Everyone administering the non-online survey will be expected to report back results by the Friday March 1st meeting of the committee**
3. Briefly discuss Pete Schwartz's request for support of formally incorporating sustainability into the RPT process for the College of Science and Math (attached).
- The committee discussed the issue of incorporating sustainability into the RPT process. The working idea emerging from the group was to provide support for a statement that recommends that the RPT process focus on showing a commitment to the ULOs (of which sustainability is a part) which provides the opportunity for departments and colleges to have a discussion of what they might want to emphasize.
 - A comment was brought up that there have been instances where departments have felt a need to choose one emphasis area over another for RPT. Specifically, that a department recognized that diversity and sustainability hold similar positions of importance within university priorities but that the department chose to focus on diversity only.
 - The committee will address online (via email) a draft statement of approximately two-three sentences reflecting the above conversation for final determination of how to respond to Pete – **Neal will draft the statement and send out via email by the end of next week.**

**ASSC Meeting Minutes
February 11, 2013
Library Collaboration Room 216K**

Committee Members (and designations)

<i>Name</i>	<i>Dept.</i>	<i>College/ Unit</i>	<i>Exp. Term/ Other</i>
Braun, David	ElecEngr	CENG	2014
Echols, Robert (excused)	Physics	CSM	2014
Kelting, Scott (excused)	ConstMgr	CAED	2013
Levi, Daniel	Psyc&CD	CLA	2014
MacDougall, Neal	Agribus	CAFES	2013
Mackey, Alison (excused)	Management	OCOB	2014
Vestermark, Jesse	Library	PCS	2013
Elliot, Dennis (excused)	Fac. Serv.	E&U Mgr	Ex Officio
Bui, Andrew	Student	ASI	Ex Officio (ASI)
Tool, Katie	AcadProg	Admin	Ex Officio
Theodoropoulos, Christine (excused)	CAED	AcadDean	Ex Officio

AGENDA

1. Update of Action Items from last meeting:
 - Update of material for Debbie Read (Neal)
2. Work on pilot Sustainability Learning Objective assessment
 - Final review of online Sustainability Learning Assessment survey
 - Update on who will be approached for administering online and in-person surveys
 - Update on non-online SLO assessment progress
3. [Added agenda item] Update on Pete Schwartz sustainability and RPT issue
4. Committee discussion of AASHE STARS program and of a joint meeting with the University Sustainability Committee (Margot McDonald).

Outcomes (based on Agenda items)¹

1. Update of Action Items from last meeting:
 - Update of material for Debbie Read – **Neal will continue working on the document and will share with the committee prior to sending it out**

¹ Action items are indicated in bold.

2. Work on pilot Sustainability Learning Objective assessment
 - Continued tweaking survey and decided to keep a single format with the idea that instructors wanting to have their responses separated out they can instruct students to put in a unique response to the "What is your major?" question.
 - Completed survey will be sent out to whoever is deemed by individual committee members (and their contacts) deem fit. **Katie will complete the version and Neal will draft a cover e-mail and mail everything out.**
 - The target is to have the survey out for one week and then the committee will review the results.
 - Update on non-online SLO assessment progress (ongoing)
3. *[Added agenda item]* Update on Pete Schwartz sustainability and RPT issue
 - The draft statement was edited to read as follows (and will be sent to the Provost on behalf of the members of the ASSC with cc's to Pete:
 - The members of the Academic Senate Sustainability Committee (ASSC) would like the the general guidelines of the retention, promotion and tenure (RPT) process to formally include an explicit requirement that departments and colleges state how they are support the University Learning Objectives (ULOs). In doing so, the departments and colleges will engage in a dialogue about sustainability since it is a part of the ULOs.
4. Committee discussion of AASHE STARS program and of a joint meeting with the University Sustainability Committee – **Moved to next meeting's agenda**

ASSC Meeting Minutes**March 1, 2013****10-206**

Committee Members (and designations)

<i>Name</i>	<i>Dept.</i>	<i>College/ Unit</i>	<i>Exp. Term/ Other</i>
Braun, David	ElecEngr	CENG	2014
Echols, Robert	Physics	CSM	2014
Kelting, Scott (excused)	ConstMgr	CAED	2013
Levi, Daniel (excused)	Psyc&CD	CLA	2014
MacDougall, Neal	Agribus	CAFES	2013
Mackey, Alison (excused)	Management	OCOB	2014
Vestermark, Jesse	Library	PCS	2013
Elliot, Dennis	Fac. Serv.	E&U Mgnr	Ex Officio
Bui, Andrew	Student	ASI	Ex Officio (ASI)
Tool, Katie	AcadProg	Admin	Ex Officio
Theodoropoulos, Christine	CAED	AcadDean	Ex Officio

Guest: Margot McDonald, Chair, University Sustainability Committee

AGENDA

1. Update of Action Items from last meeting:
 - Update of material for Debbie Read (Neal)
2. Work on pilot Sustainability Learning Objective assessment
 - Update on sending out of surveys
 - Update on non-online SLO assessment progress
3. Discussion of resolution on CP Sustainability catalog (see committee charges list)
4. Review of Sustainability text from next Cal Poly catalog.
5. Committee discussion of AASHE STARS program and of a joint meeting with the University Sustainability Committee (Margot McDonald)

Outcomes (based on Agenda items)¹

1. Update of Action Items from last meeting:
 - Update of material for Debbie Read – **Neal will continue working on the document and will share with the committee prior to sending it out**
2. Work on pilot Sustainability Learning Objective assessment

¹ Action items are indicated in bold.

- Deadline of survey will be extended another week – **Neal will send out a reminder email with new survey deadline.**
 - Katie Tool will present data at next meeting and committee will start with analysis
3. Discussion of resolution on CP Sustainability catalog – **Postponed until next committee meeting**
 4. Review of Sustainability text from next Cal Poly catalog – **Committee members are asked to review the document attached and either send Neal comments (edits, additions, deletions) or to bring them to the next meeting.**
 5. Committee discussion of AASHE STARS program and of a joint meeting with the University Sustainability Committee (Margot McDonald)
 - Margot reviewed the basic structure of AASHE STARS and the likelihood that the university will go with the certification – the University Sustainability Committee is reviewing and preparing a recommendation
 - Suggestion made that the University Sustainability Committee schedule a joint meeting with the Academic Senate Sustainability Committee to explore the process the university (administration and faculty) could take to make the AASHE STAR program work for Cal Poly – **Margot and Neal will get together to draft an approach so that it can be presented at the next meeting**
 - Side suggestion that the next Sustainability Summit meeting be jointly hosted by the two sustainability committees – **Margot and Neal will follow up**

ASSC Meeting Minutes
March 11, 2013
Library Collaboration Room 216Q

Committee Members (and designations)

<i>Name</i>	<i>Dept.</i>	<i>College/ Unit</i>	<i>Exp. Term/ Other</i>
Braun, David	ElecEngr	CENG	2014
Echols, Robert	Physics	CSM	2014
Levi, Daniel	Psyc&CD	CLA	2014
MacDougall, Neal	Agribus	CAFES	2013
Mackey, Alison (excused)	Management	OCOB	2014
Vestermark, Jesse (excused)	Library	PCS	2013
Elliot, Dennis	Fac. Serv.	E&U Mgnr	Ex Officio
Neel, Joel	Fac.Plan	Admin	Ex Officio
Tool, Katie	AcadProg	Admin	Ex Officio

AGENDA

1. Update of Action Items from last meeting:
 - Update of material for Debbie Read (Neal)
2. Update on discussion of AASHE STARS program and of a joint meeting with the University Sustainability Committee (Neal)
3. Review of current data on pilot Sustainability Learning Objective survey (Katie)
4. Review of Sustainability text from next Cal Poly catalog (Neal)
5. Discussion of resolution on CP Sustainability catalog (see committee charges list)

Outcomes (based on Agenda items)¹

1. Update of Action Items from last meeting:
 - Update of material for Debbie Read – **Neal will continue working on the document and will share with the committee prior to sending it out**
2. Update on discussion of AASHE STARS program and of a joint meeting with the University Sustainability Committee (Neal)
 - None
3. Review of current data on pilot Sustainability Learning Objective survey (Katie)
 - **Katie will run a report once the survey is closed and make it available to the subcommittee (Braun, Neal, Bob)**
4. Review of Sustainability text from next Cal Poly catalog (Neal)
 - **Neal will work on updating based on suggestions from committee**

¹ Action items are indicated in bold.

5. Discussion of resolution on CP Sustainability catalog (see committee charges list)
 - **Will fold results of survey into resolution development**