

UTBEAT Meeting #4: Sep 20th, 2007

Present: Christian, Jessica, Kay, Maria, Laura T, Virginia, Ilke, Caren, Brie, Laura A, + Cherisse and Ilke (later in meeting)

Chairing: Elah

Minutes: Kay

Agenda:

1. About UTBEAT
2. Mailing list
3. Constitution
4. Elections
5. Current projects
6. Next meeting

1. About UTBEAT

- Elah describes UTBEAT:
 - the goal of UTBEAT is to reduce the ecological footprint of the CSB and EEB departments
 - volunteer group made up of students (grad & undergrad), faculty and staff; formed in June of this summer
 - main approach: help the departments change policies, infrastructure and practices
 - have gotten a lot done:
 - o compost pilot program
 - o paper reduction project – e.g. BIO150 making it a policy
 - o promoting eco-friendly practices
 - format:
 - o **different levels of participation are welcome, but one rule: if you sign up to do something, we expect you to do it**
 - o projects are semi-independently run by groups with group leaders
 - o exec *can* choose to be a group leader or help out, but don't have to
 - o group leaders give updates about their projects, seek advice; big decisions are done by consulting with the group, but smaller ones are up to leaders
 - o flexible in terms of level of involvement, but if someone want something done, their best bet is to lead it

2. Mailing list

- Elah describes how the mailing list works:
- if you want to be an official member, must get on the mailing list
- email the coordinator: utbeat@yahoo.ca to be added, or sign up
- for those on the mailing list: utbeat@googlegroups.com goes out to the whole group; utbeat@yahoo.ca reaches coordinator only

3. Constitution

- Elah asks if anyone has suggestions for the constitution

Action: Elah will arrange an email vote to approve the constitution

Action: exec. members should write a short description of their position for the constitution if they are not satisfied with the current description, or if they are applying for a new position, not in the constitution.

4. Elections

- Elah discusses the positions:
- LIST OF POSITIONS
- Essential: Coordinator, secretary, web person
- Other positions: Forestry rep., Promotions coordinator
- Virginia asks about the web person position (i.e. if the web site has been designed and the complexity involved in updating it)
- Laura is already involved in working to implement UTBEAT projects in Forestry and would like to be the Forestry rep.
- Maria describes the promotion coordinator position: it entails sending emails, working with the property managers and other admin people to implement UTBEAT goals (e.g. getting permission to place signs around the building to promote eco-friendly practices, such as taking the stairs or turning off the taps). The position also involves publicity and undergrad. recruitment for the group.
- Virginia (representing EEBU)-knows other undergrads that may join UTBEAT or be willing to help out
- Not everyone that applied for positions could make it today due to lectures & such; but have given Elah paragraphs
- Elah suggests we vote for as many positions as possible today, but have a phase II when more of the candidates are able to come to the meeting

Elections were held by a show of hands rather than by secret ballot (all in agreement):

Secretary = Patti and Cam (acclaimed)

Web person = Virginia (acclaimed)

Promotion = Maria (acclaimed)

Forestry coordinator = Laura T (acclaimed)

Elections for the coordinator and other positions will be held later.

5. Current projects

- Elah outlines progress in current projects:
- paper reduction
 - o Theses can now be handed in double-sided to both EEB and CSB
 - o Heather & Elah put together a guide to double-sided printing (on website)
 - o A blurb for instructors is also on the website as well as a list of libraries that have printers which double side

- Maria outlined the meeting that she and Elah had with EEB chair, Rob Baker, who is on board with setting up a policy for double siding assignments/handouts etc.
- Jessica asks about electronic assignment submission (they do this at McGill for some courses)
- composting
 - Elah describes the composting pilot project-collecting personal waste (e.g. lunch food, coffee filters), putting it outside with Animal Care or greenhouse
 - Ashley Bruce is composting about 2 liters a week
 - Maria (RW 415) is also composting and asks about lids for the compost buckets which are also in the autoclave room where the buckets are found
 - Ilke suggests that the care staff may think the compost is biohazard because the buckets are the same
 - Kay suggests that a compost sign be made for the buckets and the care staff should be notified about the compost buckets
 - Some students take their food waste home to be composted and most organic waste may be a result of organic lab waste (e.g. shavings)

Action: contact labs that produce the most organic waste about setting up composting

- Ilke suggests that compost buckets be placed on each floor
- Elah notes that it will be difficult to get volunteers to empty the compost buckets and would like to try and get money from the sustainability office to hire someone to empty the compost bins

Action: determine if funds can be found to hire someone to empty the compost bins

- It is also suggested that UTBEAT place compost bins in the undergrad lounges as many undergrads eat lunch there
- Elah would like a volunteer to be the compost team leader

Action: find a new compost team leader

- Promotions
- Maria outlines the progress made for promotions:
 - Maria has contacted the property manager about the leaky taps
 - Tamar said that the washers will be replaced however, the university is planning to automate the taps
 - Maria also discusses reducing lighting and it may be possible to remove lights from some rooms
 - Maria also is working on signs to encourage people to take the stairs rather than the elevator and to turn off taps

- Ilke suggests determining the average length of time it takes to go up the stairs versus the elevator
- Maria is also working on getting signs for the recycling bins which list what can/can not go in the recycling bins
- Maria would also like help for promotions
- Jessica agrees to help out
- Elah congratulates Maria on her good work!

6. Next meeting

- The next meeting date was not arranged as the candidates for the remaining positions need to be contacted
- Elah will also be away for a month and likely can not chair the next meeting. Christian volunteers to chair the next meeting

Action: Elah will contact the candidates and arrange the date of the next meeting.

- Elah mentions that there is an online survey which will allow people to vote on which projects they would like UTBEAT to undertake