**Zero Waste SWATeam**

Attendees: Meredith Moore (iSEE), Robert McKim (Faculty), Thurman Etchison (Staff), Kelly Boeger (staff), Madalyn Liberman (student), Manying Zhang (student), Julija Sakutyte (clerk)
Date: 5 November 2019
Time: 12PM-1PM

1. Agenda
	1. Discuss SWATeam objectives, phrasing, etc.
	2. Discuss the following for each submitted objective:
		1. Which department would be in charge of enforcing this objective?
		2. What is the plan of implementation for this objective?
		3. What are some potential project ideas?
		4. What is the estimated cost? (Note: This can be an educated guess, but we should attempt to consult experts whenever possible and have logic behind the number.)
		5. Who would pay the cost?
2. Meeting
	1. Review of October Draft objectives (see submission on iCAP portal)
		1. Purchasing Objectives
			1. Objective 1: Is what we mean to say that the energy efficient information included in iBUY?
				1. Answer: Yes.
			2. Objective 2: Are EPP standards feasible? Is EPP consistent with the other objectives?
				1. We are recommending something not completely understood, so is it fair to recommend? Are the requirements sensical?
			3. Objective 3: Is the procurement code consistent with EPP or does that directly contradict the other objectives?
			4. Objective 4: Are sustainable requirements already implemented? If so, reflect that by saying “if not already incorporated.”
				1. This could be considered an official redefinition of the requirements we want for sustainable requirements.
			5. Objective 6: Separate objective into the following manner, perhaps eliminating the second portion.
				1. Part 1: By the end of SP21, **applicable staff will have been educated on proper sustainability goal metrics, standards, and policies**;
				2. Part 2: at least 50% of purchases of products like office paper, cleaning products, computers, other electronics, and freight/package delivery services must be sustainable to meet campus standards by FY21, and 75% by FY25, which was included the iCAP 2015.
				3. Some definitions may be provided by the SWATeam for the iCAP such as sustainability.
			6. Objective 7: This objective is inconsistent with the other objectives. Also, “other items and equipment” is not defined. What does this really mean?
			7. Objective 8: Why is this conflicting with objective 7? Either objective 7 or 8 should apply.
		2. Marya Ryan, Zero Waste Coordinator mentioned the inefficiency of transportation for recycling programs (ex: lab gloves, batteries, etc). She recommends adding a portion into the iCAP about requiring more support and funding for transporting recyclables.
	2. iWG will meet week of 10 November, and the SWATeams will receive feedback by 18 November. The final SWATeam response to the iCAP and iWG feedback on October objectives should be achieved and submitted by 12 December. iCAP will begin first drafting in January 2020.
	3. Student Coordinators: Extending rewards program (keep what you save) to include recycling. Staff/faculty/occupants + student Sustainability Coordinators + building managers would form a team to cooperate to reduce the waste stream in each building, which would be incorporated into the rewards program.
		1. Would foster leadership among students.
		2. Original idea (to the best of understanding).
		3. Highly coordinated effort.
		4. Buildings should be accounted for in their differences to produce effective metrics to check.
		5. Need to incentivize students.
		6. Focus on input values (purchase amounts of goods) compared to output values (waste).
		7. Differentiate between increase in recycling (diverting stream) and increased consumption.