Environmental Policy Committee

Notes of a meeting held on 13 May 2004, 9:30am

Present: Marganne Allen, John Cameron, Bruce Clarkson, Kahu Nikora

Purpose: Discussion of proposed guidelines for 2004 Initiatives to Improve the Campus Environment (ICE) Award

Location: B Block Room 2.19

1. Apologies. Richard Bedford, Brennan Allen

2. Introduction of Kahu Nikora, 2004 WSU Environmental Officer

3. Last meeting notes.
   - Sustainability commitments versus performance: Richard and Marganne agreed that it would be premature to approach the Management Forum in March regarding an information request on sustainability initiatives in the University. The desired scope and output of such an initiative needs to be further clarified with the Vice Chancellor before proceeding.

   It may also be desirable to reconsider the composition of the Committee to successfully implement a campus-wide initiative such as a summary/report on University sustainability initiatives. It was suggested that representation from each School may be necessary.

   - Committee Appointments: No progress on appointments to date.

4. Note. Marganne Allen (Environmental Coordinator) will be going on maternity leave starting in July.

5. ICE Awards Guidelines proposal. Clarification was sought as to whether the ICE Awards applied only to physical projects. Consensus of those present was that educational/awareness raising efforts were also appropriate. The draft guidelines were accepted with minor revisions, including the recommendation that an award template be created to focus and limit application size. After revision, the draft guidelines and template will be sent to the Vice Chancellor for approval.

   John Cameron agreed to administer the 2004 ICE Awards in Marganne’s absence.

Action Items:
   - Revise guidelines and create application template – Marganne
   - Vice Chancellor approval of final guidelines – Marganne
   - Initial advertising of Award – Marganne
   - Remaining administration of Award - John