The California Community Colleges

Sustainability Plan Template

August 2012
About Citrus College

- Founded in 1915 and located in Glendora, California in the foothills of the San Gabriel Mountains
- Has the distinction of being the oldest Community College in Los Angeles County and 5th oldest in the state
- Citrus College serves over 11,000 students on a 104 acre campus
Citrus College delivers high quality instruction that empowers students to compete globally and to contribute to the economic growth of today's society. We are dedicated to fostering a diverse educational community and cultural learning environment that supports student success in pursuit of academic excellence, economic opportunity, and personal achievement.
Citrus Community College District

2012 CCC Board of Governors Energy and Sustainability Award Winner!

District Leadership – Citrus College Sustainability Template
“Meeting the needs of the present without compromising the ability of future generations to meet their own needs.”

Why Plan for Sustainability?

- CCCs recognize the need for environmental and economic sustainability and social equity – *the “Three E’s”*
- Legislation and regulations driving changes in how institutions operate
- CCC Board of Governors Energy and Sustainability Policy
- CCCs are the natural incubator for educating students for the Green Economy
- Decentralized structure and disparate resources and expertise at the CCCs make comprehensive planning difficult

*The Sustainability Template has been developed as a resource to all CCC Districts meet these challenges!*
Sustainability Plan Template

What is it?

- A partnership between Citrus College and the Chancellor’s office, funded by a California Energy Commission grant
- Process to develop a “roadmap” and “toolkit” to help guide the California Community Colleges to a Sustainable future
- Create a “Sustainability Template” that is designed with enough flexibility to be utilized at Community Colleges throughout the state
- Address energy, transportation, solid waste/recycling, water issues, green curriculum, green purchasing, and provide recommendations for Climate Action Planning.
- An effort led by the Citrus College Sustainability Committee assisted by Newcomb Anderson McCormick, with participation from the Chancellor's office, and a broad-based Advisory Council to provide input and recommendations
The Sustainability Guidebook and Toolkit was designed with the following intent:

- It should be flexible enough for colleges to create their own campus-specific Sustainability Plan.
- It should be comprehensive and make recommendations where appropriate.
- It should support a collaborative planning process to achieve campus-wide buy in.
Project Team

- Campus Committee
  - Representatives from college students, faculty, and staff
  - Provide campus input, buy-in, and guidance
  - Collaborate and participate in development process

- Advisory Council
  - Representation from CCCCCO, other CCC campuses, IOUs, and other stakeholders / resources
  - Provide input and recommendations based on a broader perspective and experiences with sustainability planning
  - Quarterly meetings in Sacramento
Project Team

Sustainability Committee

Robert Bradshaw, Chair – Citrus College Construction Program Manager
Carol Horton – Vice President of Finance and Administrative Services
Robert Iverson – Director of Purchasing and Warehouse
Jeff Eichler – Environmental Health and Safety Program Supervisor
Eric Rabitoy – Dean of Physical and Natural Sciences
Robert Goodman, Christine Goedhart – Faculty
Fred Diamond – Director of Facilities and Construction
Martha McDonald - Dean of Students
Jody Wise - Dean of Kinesiology, Health & Athletics
Marti De Young - Career Technical Education Programs Supervisor

Lori Amato - Administrative Secretary II
Leigh Buchwald - Network & Telecom System Supervisor
Paula Green - Director of Communications
Adrienne Thompson - Student Activities Supervisor
Brandon Han, Luke Vogel, Kyle Marcano, Charity Muraya Karungari – DEEP Interns
Deeptika Patel – DEEP Program Manager
Art Corral, Andrea Zapata – Student Volunteer Corps
Brandon Mac Donald, Norma Saldana – At-Large Students
Lisa Hannaman – Southern California Edison
Matt Sullivan, PE – Newcomb Anderson McCormick
Project Team

Advisory Council Members

- Dan Estrada – CCC Chancellor’s Office
- Robert Iverson – Citrus College
- Bob Bradshaw – Citrus College
- Joe Nugent – Cabrillo College
- Robert Brunn – Southern California Edison
- Gary Wolff – Alameda County Waste Management Authority
Newcomb Anderson McCormick

- Selected through competitive RFP by Citrus CCD to manage the overall process and develop the Template Plan in collaboration with the District and other stakeholders
- Firm has provided energy engineering, sustainability planning, and program management services to utilities, government agencies, and private sector clients since 1983
- Currently the Program Managers for the statewide CCC/IOU Energy Efficiency Partnership

NAM Project Team

Team Lead: Ann McCormick – Principal
Matt Sullivan – Principal
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Steve Clarke – Senior Program Manager
Jeff Klompus - Senior Engineer

For more info go to: www.newcomb.cc
Project Scope

- Sustainability Template Development and Approval
- Pilot Demonstration at Citrus College
- Roll-Out of Final Template
- Conference Presentations
- Reporting
Sustainability Template: Three Parts

- **Sustainability Planning Guide Book**
  - Describes the start to finish implementation process
  - Includes a menu of sustainability projects
  - Identifies resources available

- **Implementation Planning Checklist**
  - Used to select and track Sustainability Projects
  - Matches the projects described in the Sustainability Guidebook

- **Sustainability Action Plan Document Template**
  - Used to create the customized Campus Sustainability Plan
  - Contains template language and fill-in-the-blanks

- **Guidebook**
  - Used to select and track Sustainability Projects
  - Matches the projects described in the Sustainability Guidebook
Sustainability Planning Process

1. Commitment from Campus Administration
2. Establish a Campus Sustainability Committee
3. Define Goals, Criteria, and Timelines
4. Select and Prioritize Implementation Programs
5. Create and Execute Action Plans
6. Monitor and Regularly Report Progress to the Campus
Purpose and Executive Summary

“How to Use this Template” Tutorial

Policy and Regulatory Drivers

District Goals, Objectives, and Outcomes

The Economics of Sustainability

Implementation Programs and Projects

Create an Action Plan

Measure and Report Performance

Best Practices Case Studies

Tools and Resources (technical and funding)
Sustainability Planning Guide Book

Sustainability Projects Menu

- Management and Organizational Structure
- Energy Efficiency, Renewable Energy, and Efficient Design and Operation of Campus Facilities
- Transportation and Commuting Alternatives
- Water, Wastewater, and Sustainable Landscaping
- Waste Reduction, Re-use, Recycling, and Composting
- Green Purchasing
- Opportunities for Green Curriculum Development
- A recommended framework, tools, and approach for Climate Action Plans

SECTION 7. IMPLEMENTATION OF PROGRAMS AND PROJECTS

This section of the Sustainability Template outlines the different programs and projects that can be implemented to achieve the District’s sustainability goals. This list is intended to provide a starting point for planning and individual Districts are encouraged to select those elements that make the most sense for their particular circumstances. This list is not exhaustive, and Districts are encouraged to think innovatively to identify projects that may not have been addressed here but suit the District’s unique circumstances and needs. The programs and projects listed in this section are grouped into the subsections indicated below:

7.1 Management and Organizational Structure
7.2 Energy Efficiency
7.3 Facilities Operation
7.4 Sustainable Building Practices
7.5 On-Off Campus and Renewable Energy
7.6 Transportation, Commuting, and Campus Fleet & Travel
7.7 Water, Wastewater, and Sustainable Landscaping
7.8 Solid Waste Reductions and Management
7.9 Green Purchasing
7.10 Intern and Curriculum Development
7.11 Campus and Community Outreach & Awareness
7.12 Create a Climate Action Plan
7.13 Other Programs and Projects

For each selected Program and Project, the District will need to prepare a Sustainability Action Plan that identifies specific steps, timing, responsibilities, and outcomes for their implementation. A Planning Checklist Tool has been created to assist campuses with this effort and is described in Section B.
Best Practice Case Studies

Examples from other Community Colleges and Higher Education Institutions in California to serve as models and inspiration
Sustainability Planning Guide Book

Resources for Implementation

• Technical & programmatic resources
• Funding resources
• Specific to CCCs
Implementation Planning Checklist

- Used with the Guide Book to help select and manage different sustainability projects
Sustainability Plan Document Template

- Used to help campuses easily create their own Sustainability Plan
- Includes all critical elements
- Reduces time spent writing and formatting
- Fully customizable

*MS Word file containing Plan elements, organization, formatting, and instructions to assist in creating campus-specific plans*
Pilot Demonstration at Citrus College

NOW COMPLETE!

- “Test” the Template under actual conditions
- Update the Template using lessons learned
- Campus Committee to create and execute an “Action Plan” that identifies specific programs, projects, costs, roles, resources needed, responsibilities, and timelines for the campus community
- Monitor and Track Implementation
Sustainability Template Roll-Out

*Sustainability Template has been released for system-wide implementation!*

- Press Release forthcoming from Chancellor’s Office
- Available electronically on web sites
  - CCC Chancellor’s Office
  - Citrus College
  - California Energy Commission
  - CCC/IOU Partnership
- Regional Forums to be scheduled by Chancellor’s Office for Summer/Fall 2012 to introduce Template and provide training
- Will work with various CCC stakeholders to get the word out
Sustainability Planning at Campuses

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Questions?

Thank You!!