# **Ball State University Unit-level Sustainability Planning**

[as mandated in Goal IV\_F of the 2007-2012 Ball State University Strategic Plan]

#### A Sustainability Plan

for the

Department of Communication Studies College of Communication, Information, and Media

Submitted to
Dr. Terry King
Provost and Vice-President for Academic Affairs

16 December, 2010

[on or before]

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#### **Achievements to Date**

The following are our short-form question responses within the categories of Governance and Administration, Operations, Curriculum and Research, and Community Service and Outreach. In developing these short-form responses, we are pleased to report significant achievements in these areas and have identified opportunities for further development/transformation.

[Provide brief descriptions for each affirmative or goal response]

Go Y	N	Goal	and Administration  The unit has standing committees to address issues of sustainability.
<b>Y</b>		Goal 2.	The unit gives assigned load and/or a staff position dedicated to sustainability initiatives.
<b>Y</b>		Goal  3.	The unit has established policies that encourage sustainability initiatives.
<b>Y</b>		Goal 4.	The unit has sustainability integrated into its mission statement.
<b>Y</b>	N XX	Goal 5.	The unit maintains active membership in organizations engaged in promoting sustainability.
<b>Y</b>		Goal 6.	The unit encourages and rewards research related to sustainability.
<b>Y</b>	N XX	Goal 7.	The unit encourages and rewards the integration of sustainability issues into course material.

Unit Name			
Date			

Operations Y N Goal Xx 1	. The unit purchases/uses Energy Star Office and Telecommunications Equipment
Y N Goal xx	. The unit has policies to restrict paper use.
Y N Goal XX 3.	The unit uses recycled paper.
Y N Goal xx	. The unit recycles all materials accepted by the university system.
Y N Goal xx	. The unit has appropriate recycling bins throughout its offices.
Y N Goal  xx 6	The unit has policies that encourage the use of teleconferencing capabilities to limit travel.
Y N Goal XX 7	. The unit specifies hybrid electric vehicles for travel.
Y N Goal Xx  8	. The unit shows preference for sustainable lodging for professional travel.
Y N Goal Xx 9	. The unit uses washable dinner/service ware for its meetings/receptions.
Y N Goal xx	0. The unit purchases/uses remanufactured office furniture.

Unit Name	 	
Date		

		Goal  11	The unit purchases/uses sustainable materials for office furnishings.
Y XX		Goal	2. The unit discourages the use of single-occupant automobile travel.
Y XX	$\overline{}$	Goal	3. Classroom, Office and/or Restroom lighting for the unit is controlled by occupancy sensors.
Y XX		Goal	I. The unit's thermostats are set to minimize energy use for heating and cooling.
Cu Y □	N	ulum Goal 1.	The unit has courses dedicated to issues related to sustainability.
Y		Goal  2.	The unit has courses with sustainability content.
Y		Goal 3.	The unit has courses in which students are encouraged to address sustainability issues in their assignments.
Y	N XX	Goal 4.	The unit recognizes sustainability courses from other departments as legitimate electives for credit in its programs.
Y		Goal 5.	The unit has dedicated sustainability courses that can be taken for credit as part of a major or minor outside of the unit.

Unit Name\_\_\_\_\_\_
Date \_\_\_\_\_

Res	ear	ch	
Y		Goal  1.	Members of the unit have conducted research on issues of sustainability in their discipline.
<b>Y</b>		Goal  2.	Members of the unit have published on issues of sustainability in their discipline.
<b>Y</b>		Goal  3.	Members of the unit attend conferences that address issues of sustainability.
<b>Y</b>		Goal  4.	Members of the unit belong to associations dedicated to sustainability issues.
<b>Y</b>		Goal	The unit has hosted workshops on issues of sustainability.
Y	N XX	Goal	The unit has hosted conferences on issues of sustainability.

Con Y		Goal  1. The unit engages in public and/or outreach activities that address issues of sustainability.
<b>Y</b>	N XX	Goal  2. The unit is in partnership with others in the community in the pursuit of sustainability.
<b>Y</b>	N XX	Goal  3. The unit participates in community events that address issues of sustainability.
Y	N XX	Goal  4. The unit has initiated community endeavors in pursuit of sustainability.

#### **Existing conditions as baseline (data as available)**

In preparing our short-form responses to the questions in the previous section, we accumulated the following data sets. These comprise the numerical underpinnings specific to our (pick one) Center, Institute, Department, College, Vice-Presidency.

#### **A List of Academic Offerings**

A List of Academic Offer	mgs
Topical Sustainability Lectures	
Topical Sustainability Modules	
Sustainability Courses	
Sustainability Programs	
<b>Sustainability Concentrations</b>	
Sustainability Degree Offerings	
Sustainability Immersive On-and Off-Campus Experiences	
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## Existing conditions as baseline (data as available) A List of Faculty, Staff and Student Activities

<b>Professional Academic Organizations</b>	
Professional Staff Organizations	
Student Associations and Clubs	
Hybrid Fleet Vehicle Use	
Hybrid Electric Shuttle Bus Use	
Bicycling	
Carpooling	
MITS Bio-Diesel Bus Use	
Conference Travel; Carbon Offset Purchases (and others)	
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#### Existing conditions as baseline (data as available)

#### A List of Operational Commitments in the Building(s) We Occupy

Building Use: Lamps,
Occupancy Sensors,
Waterless Urinals
Material Use/Recycling: Water, Glass, Wet Garbage
Paper,
<u>Cartridges</u> ,
<u>Cans</u>
Food Use/Recycling: Local Sourcing, Washable Dinnerware

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Given our assessment of where things stand, we have identified the following goals for our unit.		
Governance and Administration		
Operations		
Operations		
Curriculum		
Research		
Community Service and Outreach		

### Implementation

We have aligned specific action items with the 5-year cycling of the Strategic Plan and anticipat
being able to move forward in the respective categorical areas, as described below.

2008	Action Items	Resource Needs
Governan	ce and Administration	
Operation	<b>us</b>	
Curriculu	m	
Research		
Communi	ty Service and Outreach	
2009	Action Items	Resource Needs

Unit Name\_\_\_\_\_\_
Date \_\_\_\_\_

Governance and Administration	
Operations	
Curriculum	
Research	
Community Service and Outreach	

2010	Action Items
Unit Name	
Date	

Governance and Administration	
Operations	
Operations	
Curriculum	
D 1	
Research	
Community Service and Outreach	
Community Service and Outreach	

2011	<b>Action Items</b>	<b>Resource Needs</b>
Governance	and Administration	
Operations		
Operations		
Curriculum		
Curriculum		
Research		
researen		
Community	Service and Outreach	
1		

2012 Action Items	Resource Needs
Governance and Administration	
Operations	
Operations	
Curriculum	
Dogoonah	
Research	
G 14 G 1 10 4 1	
Community Service and Outreach	
	1

Unit Name_	
Date	