# **Ball State University Unit Level Sustainability Planning**



### A Sustainability Plan for:

### **The Entrepreneurship Center**

### Submitted to:

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&

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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.

### Governance and Administration

Y N Goal

X

1. The EC has standing committees to address issues of sustainability.

The EC currently has a sustainability committee that is comprised of the following members: (1) Faculty Member, (1) Staff Member, (1) Graduate Assistant (1) Student Worker, and (1) Entrepreneurship Major.

Y N Goal

X

**2**. The EC gives assigned load and/or a staff position dedicated to sustainability initiatives.

We do not provide assigned load but have our sustainability committee oversee the duties.

Y N Goal

**X** 3. The EC has established policies that encourage sustainability initiatives.

The departmental faculty and staff members are aware of the university's adopted statement on sustainability (www.bsu.edu/sustainability) and continue to encourage\_sustainability initiatives among the faculty colleagues, staff and students.

Y N Goal

X

**4**. The EC has sustainability integrated into its mission statement.

Since the general BSU mission statement is included in the mission statement of The EC, we have an integrated sustainability statement.

Y N Goal

X

**5**. The EC maintains active membership in organizations engaged in promoting sustainability.

Faculty members of the Center attend annual conferences for the Academy of Management, USASBE, and GCEC. All of these organizations discuss the education of sustainability and its relationship to modern day business.

Y N Goal

**X 6**. The EC encourages and rewards research related to sustainability.

Faculty engaged in sustainability-related research are recognized through the

promotion, tenure and merit review procedures as well as stipends for future conferences

#### Y N Goal

 ${f X}$  7. The EC encourages and rewards the integration of sustainability issues into course material.

> Faculty are encouraged to include sustainability content in their course material; as a reward, stipend travel dollars will be offered for future research.

### **Operations**

Y N Goal

1. The Center purchases/uses Energy Star Office and Telecommunications Equipment.

Through the usage of the HUD grant the office recently purchased new energy star compliant computers as well as a new digital copy machine that has paperless scanning technology.

N Goal

X

**2**. The EC has policies to restrict paper use.

Students are limited to a weekly page limit of 20 pages. As an alternative staff and students use Adobe PDF maker to create professional documents ready for e-mail.

Y N Goal

X

**3**. The EC uses recycled paper.

We use the recycled content paper made available through Guy Brown Products.

N Goal

X

**4**. The EC recycles all materials accepted by the university system.

We use the university's co-mingled recycling waste system; several recycling containers are located prominently in our departmental administrative offices.

Y N Goal

X

5. The EC has appropriate recycling bins throughout its offices.

Departmental offices have a dual waste receptacle for faculty and staff to separate garbage from co-mingled recyclable materials (paper, glass, plastics).

N Goal

X

**6.** The EC has policies that encourage the use of teleconferencing capabilities to limit travel.

Through the usage of our Entrepreneurship Dynamics Lab, all staff, faculty, and students have access to a dedicated video conference system. In the preparation of events and research, this reduces the EC's travel expenses drastically.

Y N Goal

X

**7**. The EC specifies hybrid electric vehicles for travel.

Faculty, staff and students are <u>encouraged</u> to request hybrid electric vehicles when using the university fleet for far distance trips.

Y N Goal

X

**8**. The EC shows preference for sustainable lodging for professional travel.

We are not able to meet this goal due to a decrease in travel budgets.

Y N Goal

X

**9**. The EC uses washable dinner/service ware for its meetings/receptions.

We plan to request washable dinner/service ware for future meetings and receptions through University Banquet and Catering.

Y N Goal

X

10. The EC purchases/uses remanufactured office furniture.

Thanks to a donation from ABB Inc. all the furniture in the EC has been reused.

Y N Goal

X

11. The EC purchases/uses sustainable materials for office furnishings.

We do not purchase or use sustainable materials for office furnishings.

Y N Goal

X

**12**. The EC discourages the use of single-occupant automobile travel.

When travel arrangements are possible, we carpool as an office.

Y N Goal

**X** 13. Classroom, Office and/or Restroom lighting for the EC is controlled by occupancy sensors.

We will request through facilities that new motion detected switches are installed in the office.

Y N Goal

**X** 14. The EC's thermostats are set to minimize energy use for heating and cooling.

We will ask facilities personnel to check our thermostat settings to assure efficient energy use.

### **Curriculum**

#### Y N Goal

**X** 1. The EC has courses dedicated to issues related to sustainability.

We have begun a mission with Dr. John Vann to incorporate these issues into our major and minor level courses.

#### Y N Goal

**X** 2. The EC has courses with sustainability content.

We are looking at incorporating this content into 3 undergraduate courses and 1 graduate level.

#### Y N Goal

**X** 3. The EC has courses in which students are encouraged to address sustainability issues in their assignments.

Students that are interested in this issue are referred to Dr. John Vann for his ID 250 course.

#### Y N Goal

X 4. The EC recognizes sustainability courses from other departments as legitimate electives for credit in its programs.

Our faculty will consider allowing students to take the ID250 and/or ID400 as creditable to our current degree offering(s).

### Y N Goal

X 5. The EC has dedicated sustainability courses that can be taken for credit as part of a major or minor outside of the EC.

Due to the size of our classes and student enrollment level, we do not see this as a viable option in the near future.

### Research

- Y N Goal
  - X
- 1. Members of the EC have conducted research on issues of sustainability in their discipline.
- Y N Goal
  - X
- 2. Members of the EC have published on issues of sustainability in their discipline.
- Y N Goal
  - X
- 3. Members of the EC attend conferences that address issues of sustainability.
- Y N Goal
  - $\mathbf{X}$
- 4. Members of the EC belong to associations dedicated to sustainability issues.
- Y N Goal

**X** 5. The EC has hosted workshops on issues of sustainability.

We plan on sending our staff and faculty to these workshops once available.

- Y N Goal
  - X
- **6.** The EC has hosted conferences on issues of sustainability.

### **Community Service and Outreach**

#### Y N Goal

X

**1.** The EC engages in public and/or outreach activities that address issues of sustainability.

Lack of faculty and / or knowledge as well as limited budgets.

#### Y N Goal

X

**2.** The EC is in partnership with others in the community in the pursuit of sustainability.

Lack of faculty and / or knowledge as well as limited budgets.

#### Y N Goal

X

**3.** The EC participates in community events that address issues of sustainability.

Lack of faculty and / or knowledge as well as limited budgets.

### Y N Goal

X

**4.** The EC has initiated community endeavors in pursuit of sustainability.

Lack of faculty and / or knowledge as well as limited budgets.

### Goals

Given our assessment of where things stand, we have identified the following goals for our EC.

#### **Governance and Administration:**

- The EC will establish policies that encourage sustainability initiatives. (2009)
- ➤ The EC will encourage and reward research related to sustainability. (2009)
- ➤ The EC will encourage and reward the integration of sustainability issues into course material. (Fall 2010)

### **Operations:**

- ➤ Classroom, Office and/or Restroom lighting for the EC will be controlled by occupancy sensors in the near future. (Summer 2009)
- ➤ The EC's will seek an energy audit from BSU work control to determine if thermostats are set to minimize energy use for heating and cooling within the office suite and classrooms. (Summer 2009)

### **Curriculum:**

- The EC is in the process of developing courses dedicated to issues related to sustainability and how they relate to entrepreneurship. (Fall 2010)
- ➤ The EC is working with Dr. John Vann to create content on sustainability within the courses offered. (Fall 2011)
- ➤ The EC in the near future will have courses in which students are encouraged to address sustainability issues in their assignments. (Fall 2011)

#### Research:

- ➤ Members of the EC are in the process of conducting research on issues of sustainability within the discipline of entrepreneurship. (2009 2012)
- ➤ The EC will look in the future to host workshops on issues of sustainability. (2011, 2012)

### **Community Service and Outreach:**

No goals at this present time.

## **Implementation**

We have aligned specific action items with the 4-year cycling of the Strategic Plan and anticipate being able to move forward in the respective categorical areas, as described below.

2009	<b>Action Items</b>	<b>Resource Needs</b>
Governance a	nd Administration	
The EC will es initiatives.	tablish policies that encourage sustainability	NA
_	our sustainability committee within the l establish policies and ways to increase	
The EC will ensustainability.	acourage and reward research related to	\$2,000 per academic year
	fer travel and material stipends for new stainability relating to entrepreneurship.	
Operations		
· ·	fice and/or Restroom lighting for the EC led by occupancy sensors in the near future.	\$1,000 for motion sensors
determine if th	seek an energy audit from BSU work control ermostats are set to minimize energy use for oling within the office suite and classrooms.	NA
Curriculum		
None		NA
Research		
	e EC are in the process of conducting sues of sustainability within the discipline of ip	NA
Community S	ervice and Outreach	NA
None		

2010	Action Items	Resource Needs
Governance and	d Administration	
	ourage and reward the integration of ues into course material. (Fall Semester)	\$1,000
stipend will be offe	sion of the sustainability committee, a research ered to the faculty member that does the orating the material in the classroom.	
Operations		
None		NA
Curriculum		
issues related to	process of developing courses dedicated to sustainability and how they relate to . (Fall Semester)	NA
Research		
	EC are in the process of conducting es of sustainability within the discipline of	NA
<b>Community Ser</b>	rvice and Outreach	
None		NA

2011 Action Items	Resource Needs
Governance and Administration	
None	NA
Operations	
None	NA
Curriculum	
The EC is working with Dr. John Vann to create content on sustainability within the courses offered. (Fall Semester)	NA
The EC will bring in guest speaker.	\$1,000
The EC in the near future will have courses in which students are encouraged to address sustainability issues in their assignments. (Fall Semester)	\$3,000 travel budget
The Executive Director of the EC will go out and observe other universities that currently have this type of curriculum integrated within the program.	
Research	
Members of the EC are in the process of conducting research on issues of sustainability within the discipline of entrepreneurship.	NA
The EC will look in the future to host workshops on issues of sustainability.	\$5,000 for materials and guest speakers
Community Service and Outreach	
None	NA

### 2012 Action Items

### **Resource Needs**

Governance and Administration	
None	NA
Operations	
None	NA
Curriculum	
None	NA
Research	
Members of the EC are in the process of conducting research on issues of sustainability within the discipline of entrepreneurship.	NA
The EC will look in the future to host workshops on issues of sustainability.	\$5,000 for materials and Guest speakers
Community Service and Outreach	
None	NA