



# The College of New Jersey

## PRESIDENTS CLIMATE COMMITMENT COMMITTEE

### Committee

- Curt Heuring, VP for Facilities Man., Construction and Campus Safety ([heuring@tcnj.edu](mailto:heuring@tcnj.edu)), Co-Chair
- Michael Horst, Assistant Professor of Civil Engineering ([horst@tcnj.edu](mailto:horst@tcnj.edu)), Co-Chair
- Joanne Bertonazzi, Student Assistant to the PCCC ([bertona3@tcnj.edu](mailto:bertona3@tcnj.edu))
- Martin Bierbaum, Director of Municipal Land Use Center ([bierbaum@tcnj.edu](mailto:bierbaum@tcnj.edu))
- Michael Brower, Env. Activities Coordinator, Bonner center ([brower6@tcnj.edu](mailto:brower6@tcnj.edu))
- X Curt Elderkin, Assistant Professor of Biology ([elderkin@tcnj.edu](mailto:elderkin@tcnj.edu))
- X Keith Dewey, Director of Grants and Corporate and Foundation Relations ([dewey@tcnj.edu](mailto:dewey@tcnj.edu))
- Larry Gage, Assistant Director of Counseling Services ([gage@tcnj.edu](mailto:gage@tcnj.edu))
- X Andrew Mathe, Student Government Association ([mathe@tcnj.edu](mailto:mathe@tcnj.edu))
- X Mark Mehler, Director of Purchasing, Finance and Business Services ([mehler@tcnj.edu](mailto:mehler@tcnj.edu))
- X Colleen Perry, Assistant Director of Career Services ([cperry@tcnj.edu](mailto:cperry@tcnj.edu))
- Lynda Rothermel, Director of Campus Planning and Campus Architect ([rotherme@tcnj.edu](mailto:rotherme@tcnj.edu))
- Nadine Stern, Vice President of Information Technology ([stern@tcnj.edu](mailto:stern@tcnj.edu))
- Meagan Terry, Student Government Associations ([terry4@tcnj.edu](mailto:terry4@tcnj.edu))
- X Judy Wingerter, Administrative Assistant, Facilities Man., Const., and Safety ([jwingert@tcnj.edu](mailto:jwingert@tcnj.edu))
- X Lori Winyard, Director of Energy and Central Utilities ([winyard@tcnj.edu](mailto:winyard@tcnj.edu))
- Scott Allen, Trenton State College Corporation, Facilities Coordinator ([sballen@tcnj.edu](mailto:sballen@tcnj.edu))
- Herman Volk, Municipal Land Use Center Consultant ([volk@tcnj.edu](mailto:volk@tcnj.edu))
- X Winnie Fatton, Municipal Land Use Center, Project Manager ([fatton@tcnj.edu](mailto:fatton@tcnj.edu))
- X Kellie Perkowsky, Residential Education and Housing, Residence Director, ([perkowsk@tcnj.edu](mailto:perkowsk@tcnj.edu))

Date: 26 February 2008  
Time: 3:00 p.m. — 4:30 p.m.  
Location: Administrative Services Building, Room 103

<u>Meeting Minutes</u>	
1. Minutes of February 12, 2008 were reviewed and accepted.	J. Wingerter
2. Retreat – The Committee was reminded the retreat was scheduled for Tuesday, March 4, 2008 from 4:30-9:30pm in ASB 203. The agenda for the retreat was distributed. Discussion lead to members wanting to overlap into sub-groups. All agreed that as each initiative and/or event comes due subgroups may need additional support.	All
3. RFP for Energy Consultant – L. Winyard reported, through research the sub-committee for this task has found that the RFP will need to be “self-crafted”. The sub-committee worked with M. Mehler to understand time-lines, waivers, and Board of Trustees procedures. The term “Carbon Neutrality Master Plan” will be used in the RFP--L. Winyard is in the process of creating the draft and will present it to the sub-committee by March 15, 2008.	L. Winyard
4. It was reported that C. Heuring completed the request for information for the Princeton Review regarding sustainable efforts on campus.	J. Wingerter

<p>5. Email Practices and Protocol—J. Wingerter, on behalf of C. Heuring shared suggestions regarding guidelines for the list serve. They are:</p> <ul style="list-style-type: none"> <li>- Don't respond to everyone via email, unless there is a need for everyone on the committee to see your answer. (don't click on reply, just email individual)</li> <li>- Don't send web links, articles, announcements of seminars, news etc. to the list serve.</li> </ul> <p>Please review the subject yourself, analyze the benefit it has for our work, summarize it in one or two lines, ask if anyone is interested in learning more and send that to the list serve. Please limit this to one per day.</p> <p>It was thought by following this protocol, it will help staff members read the most important and relevant information and eliminate duplicate and triplicate copies of the same information. All agreed.</p>	J. Wingerter
<p>6. Energy Star Purchases – M. Mehler reported that the standard language has been developed and waiting for approval to be placed in all contracts. Once this is done, a campus wide email needs to be created to direct departments with energy star purchasing.</p>	M. Mehler
<p>7. It was reported that W. Fatton, C. Perry, L. Winyard and K. Perkowsky will be attending the NJHEPS Seminar, Friday March 7, 2008 in Princeton. L. Winyard will register all.</p>	L. Winyard
<p>8. Other—A. Mathe reported that he has secured a time frame for a power point presentation to be shown on Sunday, March 30, 2008 at Accepted Students Day event. He will developing the presentation over Spring Break and will look for feedback by the committee.</p> <p>A. Mathe also reported that he spoke with Matt Winkel about developing a tutorial for incoming freshmen regarding sustainability. M. Winkel was supportive and was in agreement to use the library tutorial as a model. A. Mathe will follow-up with this endeavor.</p> <p>Discussion regarding guidelines for sub-groups to move forward with projects—how much freedom without committee approval does sub-groups have, etc. was tabled until next meeting.</p>	A. Mathe
<p>9. Next Meeting – March 11, 2008 at 3:00pm in ASB 203.</p>	J. Wingerter