

**2009-2010 Elizabeth Harvey Memorial Sustainable Development Intern  
Year End Report**

**Respectfully Submitted by Erika Ide**

I would like to thank the Harvey Family for their gracious donation which makes possible the Elizabeth Harvey Memorial Sustainable Development Internship (SDI). It is a great opportunity for youth to engage themselves in the sustainable development of the Bishop's campus, while at the same time gaining professional experience in a work setting. This internship will no doubt prepare myself and others for employment in the green sector of the economy which is growing every year. At the same time I will be able to look back on my time at university knowing that I made a difference, something that is rarely experienced by undergraduate students.

I would also like to thank Michel Caron for being a great boss and adviser. Thank you for your patience and your good advice. Thank you to Joanna Bateman who has helped me as a friend and mentor throughout the year. Thank you to Tierra del Fuego for providing me with an office and for being my support network. And finally, thank you Katrina Kroeze for her minute taking during the year and best of luck as the next Elizabeth Harvey Memorial Intern.

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**Brief Summary of the Bishop's University Sustainable Development Structure**

There are three levels of action to achieve sustainable development in the Bishop's community. The first is the students and the grassroots movement, the second is the Sustainable Development Action Group (SDAG, chaired by the Sustainable Development Intern (SDI)), and finally the third is the Sustainable Development and Land Use Committee (SDLU), a sub-committee of the Executive Committee.

The Bishop's community is bursting with life and energy, and it is because of the students that this energy is passed on every year. Since I have been at Bishop's (2006), there have been a number of successful “green” student initiatives, ranging from the creation of a community garden, a green levy, a bike rental program, and the phase-out of bottled water. At different stages in the evolution of these initiatives there has always been the need for greater communication with and linkage to the different stake-holders on campus. In this spirit, the SDI and SDAG were created in 2007 to bridge the gap between the grassroots and the administration. From my time on campus and as the SDI, I can vouch that they have both been successful ways of bridging that gap while also increasing the awareness about sustainable development in the Bishop's community.

There are two student clubs which have been particularly active on campus: the Bishop's University Environmental Club (BUEC) and the Bishop's University Social Ecology Club (BUSEC). The intern works closely with these clubs to help them to communicate with each other and other groups both on and off campus. Both clubs have a representative on SDAG, which gives them a voice at the table with administration and the Student Representative Council (SRC).

The SDAG meetings were held bi-weekly throughout the year and attendance was consistent and strong. Most decisions were made by consensus, although we did use a more formal voting procedure at times. This was especially true when the group was reviewing the green levy applications. The green levy is a student fee of \$2.50 (created in 2008) which is charged to each student, each semester. The money is put in a fund which is meant to be used to finance “green” student initiatives (See Appendix I for green levy guidelines). Also in attendance at our meetings were the representatives

from Sodexo, Paul Insalaco and Micheal Little. I thank them for their participation and cooperation with SDAG.

The SDLU held monthly meetings which I attended, giving a report at each meeting, detailing the progress of the student projects, and participating in the discussion of a number of other topics. I worked closely with Dr. Keith Baxter on the final revisions of the Terms of Reference and also on reviewing the Talloires Declaration which will be signed May 15 by Principal Goldbloom. The signing of this international declaration shows the university's commitment to sustainability (see Appendix II). I also reviewed the Sierra Youth Coalition's sustainable campuses certification, recommending (with Michel Caron) to the committee that a student be hired over the summer to pursue this certification for the next year. The SDLU is a necessary body on campus and I hope to see it become even stronger in the future. I also believe that having the intern as a member is a strong asset to the committee, and shows respect for the student perspective.

I will now proceed by listing the projects that were presented over the year for green levy money, explaining why they were or were not granted money for their projects. Then I will give an update on the projects that have been formerly granted green levy funding. I will then proceed by outlining other noteworthy accomplishments of the SDAG and myself. Once this is completed, I will finish with a list of recommendations for SDAG and the future SDI.

### **Approved Projects**

#### *Lennoxville Plastic Bag Initiative*

Money Requested: \$1000

Money allotted: \$1000

Proposed by Robert Courteau, this project entails a campaign to ban plastic bags in Lennoxville. The money covered the cost of promotional t-shirts and cloth bags. The t-shirts were worn by volunteers who asked people to sign a petition to ban plastic bags. The bags were given to people who signed the petition. Aside from targeting students and community members to stop using plastic bags, volunteers also approached local businesses to suggest that they stop giving out plastic bags. So far the

bookstore on campus and Java Café have declared themselves plastic bag free. The student planned to present the petitions to the local businesses still using plastic bags once they have acquired 2,500 signatures. This is a great project if you look at the impact that plastic bags have on the environment. After conducting an audit, the student estimated that the businesses in Lennoxville provide more than 50,000 bags per week. Thus the ban could remove 2.6 Million bags a year, and 78 million bags in one generation (30years). The plan is for this to spread to Sherbrooke through the Borough of Lennoxville representatives.

*Maude Barlow as keynote speaker for “Think Global, Drink Local” Campaign*

Money Requested: \$1000

Money Allotted: \$1000

The Environmental Club in partnership with the SRC, SDAG and the SDI, launched its educational campaign on the environmental and social impacts of the bottled water industry. Maude Barlow spoke on February 23<sup>rd</sup> in Bandeen Hall. All in attendance agreed that she gave a provocative, informational, and entertaining lecture. It most definitely contributed to the campaign.

*Rock for Water featuring The Wooden Sky and water themed student art show*

Money Requested: \$1500

Money Allotted: \$1250

A rock show featuring the Wooden Sky to raise awareness about the environmental and social impacts of the bottled water industry. Attendance was huge. Between sets the leaders of the campaign would share facts. The environmental club also had an information table set up. Finally, before the band went on, a video was shown which highlighted the campaign's evolution and more information, again to raise awareness and support for the campaign.

*Frosh Week Reusable Water Bottles*

Money Requested: \$1200

Money Allotted: \$1200

The SRC Social VP wishes to provide a reusable metal water bottle to each first year student in their “frosh pack.” The cost is being split between the SRC, Residence & Conference Services and SDAG. Also included with the water bottle will be a brochure with information explaining why the

school is phasing out the sale of bottled water.

*Gaiter Gears*

Money Requested: \$1370

Money Allotted: \$863.15

A bike share program, proposed by Nicola Zoghbi, composed of 6 bikes housed in Paterson to be rented by students, community members, and tourists. Meant to allow access to the several bike trails around Bishop's. Well received by SDAG, but several issues needed to be worked out before money was granted (insurance, maintenance, etc). A very good project which contributes to the well being of the Bishop's community, while also promoting a sustainable form of transportation.

*Patchwork Pub Equitable Fashion Project*

Money Requested: \$230

Money Allotted: Not Used

This is a project which is made possible by the use of space at the Tierra del Fuego Sustainable Resource Center. The project had already been in existence before submitting a proposal to SDAG for money which would have provided a sewing machine and patterns. The basic idea is to utilize used materials and unwanted clothing to make fashionable and equitable (affordable) garments. This is a great project in terms of motivating students to learn new skills, and to empower them to be more self-sufficient. The reason the green levy funds were not used is because the coordinators were given a used sewing machine which they then had repaired.

**Denied Projects**

*Bishop's Campus Forest Project*

Money Requested: \$1200

This is a well established project on campus which has previously been awarded funding. This year the group asked for money to cover the cost of seven pairs of snowshoes and guide books. Unfortunately SDAG decided that the group need to show more of its own fundraising initiative. In order to be awarded money the group will need to raise half of the amount it requested. Once it has done so, SDAG will award them the rest of the money needed.

*Tierra del Fuego Sustainable Resource Center*

Money Requested: not specified

This group operates off campus in the community and is headed by 3 Bishop's alumni and 3 Bishop's students. There are also several members, participants, and volunteers. The project serves the Lennoxville and Bishop's community by providing internet, a library, workshops, speakers, and community meals among many other services and resources. The group presented its current budget and asked for SDAG to contribute what it could. SDAG members felt that a proposal should be made for a specific project in order to award money to the group (this came in the form of the Patchwork Pub).

**Follow Up on Past Projects**

*Bishop's Campus Forest Project*

This is a project that was started in 2008-2009 by Adam Bond and other ESG students. The purpose of the project is to raise awareness about the forest ecosystems on the Bishop's campus and to get students out in the forest. They offer training on the use of GPS units and hold capture the flag games in the woods. To get the word out the group has set up an information booth in the SUB several times this past year. As explained above, they applied for funding for snowshoes this year but SDAG explained that the group must do some of its own fundraising in order to be awarded more money. This is a great project and has the full support of SDAG.

*The Community Garden*

The garden has been in operation for five or six years, and while it has experienced growing pains it is now in the midst of a great transformation. Jane Gowman is the main organizer and has decided that structure is needed. The Garden now has a secretary (Kimberly Collins) and a treasurer. A \$10 membership fee and \$5 key deposit for the greenhouse is now being implemented in order to purchase gardening materials such as tools, soil, seeds, etc and also in order to show that the Garden is a structured and ordered project, encouraging people to be more committed. On April 17 a grand

opening was held during which Jane and Kim constructed a communal herb bed for all garden members. The bed was built using donated materials from the local health food store, Racine Santé. Jane hopes that in the future more local businesses will donate materials in return for advertisement in the garden. Jane would also like to invite the Panda Daycare to use the garden for educational and gardening purposes. Last summer was very rainy and the greenhouse (funded by the green levy) was virtually unusable because of flooding. This year seems to be better, however there is still the possibility that a drainage system will need to be installed. Another concern of Jane's is the new sportsplex and how it will affect the garden, so the intern or someone from Buildings & Grounds should meet with her to discuss this.

### **Other Accomplishments**

#### *Fair Trade Coffee*

In November, SDAG and the Dining Committee were invited to hear a presentation by a representative from both Transfair and Rainforest Alliance. Both are forms of certification to show customers that products come from a farm that practices sustainability (environmental protection, labour rights, funding education, housing, etc...). After seeing the presentations and conducting our own research, members of SDAG and the Dining Committee agreed unanimously that Sodexo should purchase Fair Trade certified rather than Rainforest Alliance certified coffee. Deborah Langford, head of residences, worked with Sodexo to ensure that this was realized by April.

#### *10% Professional Development Reserve*

Also in November, SDAG passed a motion to reserve ten percent of the green levy for projects or conference fees that relate directly to the enrichment of students' knowledge of sustainability. This is open to all Bishop's students, and allocation of the funds will be decided by SDAG. This reserve was created mainly with the idea of covering conference fees, but other viable proposals could be considered. The SRC Environmental Officer brought this to the attention of the SRC at their meeting on January 17<sup>th</sup>, where it was also approved.

### *Criteria for Green Levy Proposals*

A motion was passed that gave greater clarity to what type of projects would be awarded green levy money (full motion under Appendix I). It is as follows:

“[G]reen levy funds shall be awarded only to student projects that conform to these particular guidelines: a) accordance with the general theme of sustainable development at Bishop’s based from the UN’s 1987 definition of sustainable development, b) that the project results in the education of the Bishop’s community, c) that they contribute to the well being of all Bishop’s students, d) that materials purchased with the green levy funds are accessible to all Bishop’s students, and e) that they demonstrate initiative and creativity in thinking 'outside the box.’”

This is in addition to what has already been stated in the SDLU Terms of Reference, which requires that the SDI, the SRC Environmental Officer, and the SRC DFO must sign off on any money that is awarded.

### *Recycling & Composting*

Recycling has been available on campus for a number of years. The issue has always been number of bins and signage. This year we took a step in the right direction by contacting a student interested in making signage for the stations. This will be worked on over the summer and ideally the signs will be up by the fall.

Until this winter the only used battery collection bins were small and always overflowing. Thanks to the director of custodial services, Jean Vaillancourt, we now have bright orange battery shaped receptacles placed in various locations around campus.

Composting on campus has been successful in some areas while not so successful in others. At the Dewhurst Dining Hall the process is very smooth, with only an occasional cracker wrapper finding its way into the bin. In terms of food venues, Sodexo agreed to use clear plastic bags instead of black plastic bags so that there would be a visual difference between the garbage and composting bins. Starting composting at the Bus Stop was discussed but has not commenced.

One residence, Paterson, offers access to composting because the residences have kitchens. Twice in the last year, volunteers from SDAG and the BUEC met in Paterson to talk to students about



composting. We explained how to compost, what to compost, and the contract that is required (student agrees that they will empty their bin every two days). This encouraged more students living in Paterson to compost.

#### *“Think Global, Drink Local” Bottled Water Free Campus Campaign*

This is a campaign to phase out the sale of bottled water on campus. Educational activities (info tables, lecture by Maude Barlow, Rock for Water) were used over the year to bring awareness to the community, with the campaign culminating in a student referendum on March 11. The referendum passed with 563 in favour and 178 opposed. SDAG and myself worked with the Environmental Club and the SRC Environmental Officer to ensure that the campaign on banning bottled water was clear and open to the Bishop's community. The group was key in suggesting stakeholders to convene with, ways to promote the campaign, and creating a time line for the campaign. The steering committee has approved our implementation plan which details how the phase out will proceed.

#### *Defi Climat*

This is a province-wide campaign to raise awareness about climate change and how small actions can make a difference. We chose to run the campaign at Bishop's between April 16 and May 1. During this time, an information table was set up in the SUB and announcements were made over the Daily Dish. The results of our campaign were that 25 students and employees signed up to take small actions (like composting) which will lead to a reduction of carbon dioxide by 139526 kg per year.

#### **Projects in their Infancy**

Several initiatives were started this year but not completed. The following is a list of initiatives which should be strengthened.

#### *Vermicomposting*

Vermicomposting is a way of composting inside apartments using worms to break down organic material. It is a clean, efficient way of composting when living in an apartment building. Adam Blandford-Morrow suggested that vermicomposting be used in Paterson but was not able to source

worms during the winter months. Deborah Langford agreed that she would permit a pilot project in one apartment in Paterson to judge whether or not it should be allowed. This project should definitely be pursued in the 2010-2011 school year. Lauri Lidstone, Residence Assistant for the new ECO floor would be a good contact to get this started.

### *Cage-Free Eggs*

Genevieve Chevalier, Co-Curator for the Foreman Art Gallery, approached me with this initiative in January. She provided detailed information on how inhumane and unsustainable industrial chicken farming is, including a list of universities in Canada that adopted cage-free egg purchasing policies. This was discussed at SDAG with Paul and Micheal of Sodexo many times, however after some research it was found that cage-free eggs are considered both too expensive and unsanitary by Sodexo to be purchased. I recommended to Genevieve that she work with the Social Ecology Club in order to run an educational campaign on campus. Perhaps once students become concerned with this issue, overwhelming support would force Sodexo to reconsider their position.

### *Eco Café*

The possibility of turning the Gaiter Grill into an “eco café” was mentioned in passing by Deborah Langford at an SDAG meeting. The idea was well received by all at the meeting and it was agreed that this is a great initiative that should be pursued. The café would offer local, organic, healthy food and drink options such as fresh made soups, panini, quiche, salads and more. Produce from the Community Garden could be purchased and used by the café. All coffee and tea would be fair trade and organic if possible. In addition, Adam Bond has suggested that the venue be known as the Sustainable Development Center with information displayed on what is being accomplished on campus and how to participate. Lectures, workshops and demonstrations could be held in the space in order to foster education on sustainability. In order to learn more about how eco cafés work at other universities, Catherine Collinson's thesis (ESG) should be utilized.

### *Carpooling Network*

At different times over the course of my four years at Bishop's there has been interest to have an online carpooling network for the Bishop's community. One solution is to share the same online network that Université de Sherbrooke (talk to Patrice Cordeau) or to use one such as Allez-Go! or Rideshark. This would be a great opportunity for a BUEC volunteer to get some experience and show their ability to realize an initiative at Bishop's.

#### *Composting at The Bus Stop & Library*

SDAG and Buildings & Grounds should work with Sodexo and the library to ensure that composting is implemented by May 2011. Routines may have to be changed but these are small actions that can make a big difference. In terms of the library, there is a lot of waste from Tim Horton's that is being thrown out rather than composted. The cups, bags and wrappers are all compostable.

### **Recommendations**

#### **Internship**

⑩ **Internship should be open to part time students.** Because the job is so time and energy intensive I recommend that part time students also be considered to be hired for this job. It is extremely difficult to give the full attention that this job requires when enrolled as a full time student. I believe that if I had had more time for the job, with my mind less preoccupied with school, I would have noticed sooner that the Lennoxville Plastic Bag Ban Initiative had received more money than approved for. I highly recommend that this be taken into consideration and that the terms of reference be revised so that part time students may be considered for the internship.

⑩ **Pay should be increased.** The job is extremely time consuming and while the minimum time requirement is 10 hours per week, I am sure that I worked an average of 20 hours per week. If possible,

the pay should be increased by \$500 per semester in order to truly reward the intern for their work.

⑩ **Intern should have an office.** While Buildings & Grounds has kindly offered to give me the use of their conference room, I strongly believe that the intern needs an office in order to be properly organized and accessible to students. If there is no room on campus, Tierra del Fuego should be considered as a location. Tierra del Fuego already houses the office of the Social Ecology Club and is willing to rent space to the Environmental Club and the Intern. With these three groups located in such a central location, I believe that communication, cooperation, and sharing of resources could be magnified.

⑩ **Intern needs a team.** In order for work to be shared and more be accomplished, I highly suggest that the intern ask all members of SDAG to commit themselves to a task at the beginning of the year. Taking on the task of minute taking is great way to involve oneself and be a part of the team. Numerous other ways for members to get more involved can be found in this report.

### **Green Levy**

⑩ **Proof must be shown to SRC before money is allotted to student projects.** It is imperative that the minutes of the meetings during which projects are approved for green levy funding are shown for verification to the SRC before any cheques are written to students, regardless of receipts. The Plastic Bag Campaign was allotted roughly six hundred dollars more than it was approved for and though it has been resolved and the money returned to the green levy, I believe that the lack of attention from a number of parties including myself, the SRC Environmental Officer, and the SRC Director of Finances caused this error. This was a huge mistake, and can be avoided in the future.

⑩ **Only one person should be responsible for completing the green levy approval forms.** Perhaps only the Intern should be in charge of filling out the green levy approval form. With too many parties involved things can become confusing.

⑩ **“Materials purchased need to be accessible to *all* students” guideline should be removed.** This was added to the list of guidelines by an outsider to SDAG, and I believe is not in line with the

original purpose of the green levy. If this guideline remains in place, bigger projects such as creating a green roof or purchasing a solar panel, would not be eligible for funding. In addition this guideline has already been violated in some cases: Rock for Water had a maximum capacity of less than 500 and the water bottles being purchased for frosh week will only be accessible by the 500 frosh receiving them in their frosh packs. This guideline does not help the reputation of SDAG on campus.

⑩ **Deadlines motivate students to apply for funding.** This was the first year that SDAG used application deadlines for the green levy project proposals. This was an effective way of motivating students and lead to great organization within SDAG. This practice should continue.

⑩ **Campaigns need to have support before being funded.** SDAG has learned from experience that while a campaign may look good on paper, without the man power and support it will go nowhere. In order to avoid funding unsuccessful campaigns, SDAG has decided that campaigns should be required to prove that they have support from the campus and/or community before they can be awarded money. SDAG has also decided that money should be allotted in blocks, for instance a maximum of \$500 at first, with the agreement that another \$500 if the project proceeds successfully and more funding is needed (See appendix III for draft motion). I strongly recommend that this motion be passed in September 2010.

⑩ **SDAG needs to provide an application form.** An application form was created by Scott Strickland and myself in order to make the process of applying for green levy funding easier. This application form should be finalized and voted on in September 2010 (appendix IV).

### **Communications**

⑩ **Schedule meetings with project heads at the beginning of the semester.** I tried very hard to meet with the different project heads at least every month, although once exams arrive and the assignments pile up, it can become more difficult to find time to meet. I suggest that the intern and the different project heads agree to meeting dates at the beginning of the semester so that communication is not lost between them during the most busy times of the semesters.

⑩ **Write piece for The Campus at least once a semester.** Including an article in The Campus that highlights the different activities happening at Bishop's is a great way to get the word out.

⑩ **Update the SDAG Facebook page.** This year I used the Facebook page to post the minutes and meeting times.

⑩ **Create a web page for SDAG.** The SDLU has a web page, so perhaps a link could be added to an SDAG page. This would be a great way for the group to remain transparent to the campus.

⑩ **Sustainable Development Fair should be an annual event.** This past year I organized the first ever Sustainable Development Fair. I recommend that this continues on an annual basis at the beginning of the fall semester. It is a great way of showcasing the many projects happening on and off campus.

⑩ **SDAG needs a logo.** The art department should be notified that SDAG is looking for submissions for a logo. Perhaps a prize could be used to encourage more contributions. The reason that SDAG needs a logo is so that the group is made more known to the campus community. In addition, having a logo makes an organization seem more permanent and organized.

### **Networking**

⑩ **Champlain should have a representative on SDAG.** I highly encourage SDAG to include Champlain in their discussions. The Terms of Reference may have to be modified.

⑩ **Make stronger connections with the community.** I also recommend that SDAG add to its mandate the fostering of connections between the campus and the community. Projects that both engage the community and involve the students in the community should be given more attention. New this year, is the project formed by Bishop's alumni and students, Tierra del Fuego, an off-campus community sustainable resource center. I have worked to create the link between this group and the student body throughout the year, and representatives have also attended SDAG meetings, in hopes of creating a partnership between the university and the project. I encourage SDAG to contribute to Tierra del Fuego by providing support and encouragement. I also encourage the university as a whole to take

an interest in the project and perhaps consider it an investment to provide students with an alternative to the “win or lose we still booze” culture of Bishop's.

⑩ **Create a partnership with ACE.** I encourage the next intern to work with the Advancing Canadian Entrepreneurship (ACE) so that the sustainable development movement on campus truly include the three pillars of sustainability. The project proposed this past year, Bixi Bikes, was strongly opposed by the students, however I believe that ACE has the will, the skills, and the drive to incorporate sustainability into their projects.

⑩ **Collaborate with ECO floor.** SDAG should work closely with the ECO floor to provide support for this great initiative.

⑩ **Dining Committee should work closely with SDAG.** Perhaps a member could volunteer to report to the Dining Committee on SDAG's plans and report back with their comments. It was also noted that these meetings should be held on alternate weeks.

⑩ **It is within mandate of intern to work with the Sierra Youth Coalition.** Intern must communicate with the SYC. The SYC acknowledges that with its new structure there is no meeting designed for people such as the intern, and therefore the CASQ is the most relevant meeting for the intern to attend. If any other person (such as the BUEC head) decides to take on the responsibility of attending the CASQ meetings, the information gained must be shared with the intern.

### **Recycling & Composting**

⑩ **BUEC should recommence hazardous waste collection day.** BUEC and facilities should collaborate to organize a hazardous waste (paint, cleaners, chemicals, batteries, etc) collection day for the community. This was done at one point and was a very appreciated event.

⑩ **All classrooms should have recycling bins.** Instead of garbage cans, classrooms should have recycling bins. Most waste is recyclable. To use our resources most sustainably and to conserve money, the garbage cans could have a recycling sign painted on them instead of buying new recycling bins.

⑩ **Composting should be started at The Bus Stop and the Library.**

## **Appendix I**

### **Motion to Create Guidelines for Green Levy Proposals**

At the Sustainable Development Action Group (SDAG) meeting on October 30, 2009, we discussed possible guidelines for the student proposals to utilize green levy funds. The following was reached by consensus:

- ➔ That the projects should have in their overall aim the goal of achieving sustainable development at Bishop's. This is measured by the definition of sustainable development put forth by the United Nations: "Development that meets the need of the present without compromising the ability of future generations to meet their own needs."  
-Bruntland Report 1987



- ➔ That the projects include some educational value for the Bishop’s Community.
- ➔ That the projects in some way, shape or form contribute to the wellbeing of Bishop’s students.
- ➔ That outstanding projects would be those with initiative and creativity, working and thinking “outside the box.”

By setting guidelines for the student projects, SDAG ensures that the use of the green levy fund will remain transparent and accountable. It also legitimizes the group’s choices to award students with money from the green levy fund. Ultimately, however, the group agreed that it did not want to make the guidelines so strict that they would restrict the creativity of students.

Motion:

WHEREAS the Sustainable Development Action Group is responsible for promoting the use of the green levy for student projects that encourage sustainable development, and furthermore responsible for the use of the green levy fund in adherence to the Sustainable Development and Land Use Committee Terms of Reference.

WHEREAS there are currently no guidelines on the types of projects suitable for receiving green levy funding.

WHEREAS projects in the past that have received funding have been suitable candidates and that SDAG wants to continue awarding money to suitable student projects.

WHEREAS setting guidelines is integral to the success and sustainability of SDAG.

It is moved by Katrina Kroeze, seconded by Catherine Collinson, that the Sustainable Development Action Group ensures that green levy funds shall be awarded only to student projects that conform to these particular guidelines: a) accordance with the general theme of sustainable development at Bishop’s based from the UN’s 1987 definition of sustainable development, b) that the project results in the education of the Bishop’s community, c) that they contribute to the wellbeing of all Bishop’s students, d) that materials purchased with the green levy funds are accessible to all Bishop’s students, and e) that they demonstrate initiative and creativity in thinking “outside the box.”

## **Appendix II**

### **Talloires Declaration**

We, the presidents, rectors, and vice chancellors of universities from all regions of the world are deeply concerned about the unprecedented scale and speed of environmental pollution and degradation, and the depletion of natural resources.

Local, regional, and global air and water pollution; accumulation and distribution of toxic wastes; destruction and depletion of forests, soil, and water; depletion of the ozone layer and emission of "green house" gases threaten the survival of humans and thousands of other living species, the integrity of the earth and its biodiversity, the security of nations, and the heritage of future generations. These environmental changes are caused by inequitable and unsustainable production and consumption patterns that aggravate poverty in many regions of the world.

We believe that urgent actions are needed to address these fundamental problems and reverse the trends. Stabilization of human population, adoption of environmentally sound industrial and agricultural technologies, reforestation, and ecological restoration are crucial elements in creating an equitable and sustainable future for all humankind in harmony with nature.

Universities have a major role in the education, research, policy formation, and information exchange necessary to make these goals possible. Thus, university leaders must initiate and support mobilization of internal and external resources so that their institutions respond to this urgent challenge.

We, therefore, agree to take the following actions:

**1. Increase Awareness of Environmentally Sustainable Development**

Use every opportunity to raise public, government, industry, foundation, and university awareness by openly addressing the urgent need to move toward an environmentally sustainable future.

**2. Create an Institutional Culture of Sustainability**

Encourage all universities to engage in education, research, policy formation, and information exchange on population, environment, and development to move toward global sustainability.

**3. Educate for Environmentally Responsible Citizenship**

Establish programs to produce expertise in environmental management, sustainable economic development, population, and related fields to ensure that all university graduates are environmentally literate and have the awareness and understanding to be ecologically responsible citizens.

**4. Foster Environmental Literacy For All**

Create programs to develop the capability of university faculty to teach environmental literacy to all undergraduate, graduate, and professional students.

**5. Practice Institutional Ecology**

Set an example of environmental responsibility by establishing institutional ecology policies and practices of resource conservation, recycling, waste reduction, and environmentally sound operations.

**6. Involve All Stakeholders**

Encourage involvement of government, foundations, and industry in supporting interdisciplinary research, education, policy formation, and information exchange in environmentally sustainable development. Expand work with community and nongovernmental organizations to assist in finding solutions to environmental problems.

**7. Collaborate for Interdisciplinary Approaches**

Convene university faculty and administrators with environmental practitioners to develop interdisciplinary approaches to curricula, research initiatives, operations, and outreach activities that support an environmentally sustainable future.

**8. Enhance Capacity of Primary and Secondary Schools**

Establish partnerships with primary and secondary schools to help develop the capacity

for interdisciplinary teaching about population, environment, and sustainable development.

**9. Broaden Service and Outreach Nationally and Internationally**

Work with national and international organizations to promote a worldwide university effort toward a sustainable future.

**10. Maintain the Movement**

Establish a Secretariat and a steering committee to continue this momentum, and to inform and support each other's efforts in carrying out this declaration.

For more information visit [http://www.ulsf.org/programs\\_talloires\\_td.html](http://www.ulsf.org/programs_talloires_td.html)

**Appendix III**

**Draft for a Motion on Funding Campaigns**

The topic of how to fund campaigns with the green levy was raised based on the lack of apparent success of the Lennoxville Plastic Bag Initiative. SDAG did not believe that it was the fault of the student, Robert Courteau, but rather that, though there was good intention, the project should have had more momentum before it was given funding. The members of SDAG came up with a list of questions that should be asked before awarding money to campaigns:

- a) Does the campaign have support on campus and/or in the community?
- b) Is there momentum?
- c) Are there already volunteers willing to help run the campaign?
- d) Is there a need for the campaign?

If too many of these questions can be answered by no, then the campaign should either not be considered for funding, or should be awarded only a maximum of five hundred dollars.

Motion:

WHEREAS the Sustainable Development Action Group is responsible for promoting the use of the green levy for student projects that encourage sustainable development, and furthermore responsible for the use of the green levy fund in adherence to the Sustainable Development and Land Use Committee Terms of Reference.

WHEREAS guidelines have been determined in order to help SDAG make sound judgements on what projects should be awarded funding and further, that campaigns do fit within the scope of projects that deserve green levy funding.

WHEREAS the “Think Global, Drink Local” campaign was a successful campaign based on its momentum, its volunteers, its organization, and its constant consulting with the Bishop's community.

WHEREAS the Lennoxville Plastic Bag Initiative was not successful due to its lack of momentum, volunteers, and consulting with the Bishop's community.

WHEREAS SDAG does not want to limit the potential of student campaigns but simply use the green levy responsibly.

It is moved by \_\_\_\_\_, seconded by \_\_\_\_\_ that the following system be used when considering the funding of campaigns by the green levy. A campaign must a) full fill a need on the campus and/or in the Lennoxville community, b) already have support from the campus and/or the Lennoxville community, c) have momentum, and d) have volunteers. If the campaign does not meet all qualifications, the maximum funding is five hundred dollars, with the possibility that it could receive more if it meets the rest of the qualifications. It remains the jurisdiction of SDAG to decide whether a campaign should receive more than five hundred dollars when all qualifications are met.

## Appendix IV

### Green Levy Application Form

Project Name: \_\_\_\_\_

Coordinator(s): \_\_\_\_\_

email(s): \_\_\_\_\_

Total Budget: \_\_\_\_\_

Amount of Money being Requested: \_\_\_\_\_

Please briefly answer all of the following questions on this page (you can elaborate on your answers in your essay):

1. How does your project promote sustainability?

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6. Finally, write “an essay” explaining in more detail what your project is, what inspired you and how it came about, what materials are needed and why, how it will be implemented.

7. Please include at least one letter of reference or recommendation for the project.