The Sustainability Task Force was called to order by Chair Newman on Monday, October 1, 2012 at 9:00am in room U-506. A quorum was present.

**Approval of Minutes from May 29, 2012**

The minutes of the May 29, 2012 meeting were approved.

**Chair’s Report**

Chair Newman made introductions and members discussed their reasons for being on the committee.

Chair Newman led a discussion on development of the committee’s charge and goals. In broad terms, members wanted everyone at UCSF to be more aware of sustainability and to keep it at the forefront when they made decisions. Such decisions should be evidence-based. Members discussed what evidence was being made available to faculty and if the “right” data being distributed—and what is “right” data as well.

Further questions raised included if sustainability is saving UCSF money, where is that cost savings going? Who is reaping the benefits of the overall campus efforts?

**Discussion of Implementing Charge**

a. Spearheading and publicizing efforts to increase clinical efficiencies with help from the Clinical Affairs Committee

1. Members discussed working with the Clinical Affairs Committee to develop interdepartmental guidelines around sustainability, partnering with Gail Lee and her office. Gail already works with the Medical Center on many of these initiatives. Members suggested the Sustainability Office develop different measures for sustainability efforts at UCSF and include on their website, i.e. thermometers.

2. There is an RFP going in January 2013 in connection to resurrecting the Clinical Scholars Program. One theme the Sustainability Committee could propose including in the application is: "choosing wisely, less is more, thinking of sustainability"

3. Member Weber discussed the issue of front-loading CT scans or conducting unnecessary tests. There needs to be a consistent message across departmental lines to support physicians who do so in connection with sustainability—while maintaining care for patients.
Members wanted to invite Cardiologist Rita Redberg to attend at least once to see what she thinks Sustainability can be doing more of. Analyst Cleaver will contact Dr. Redberg

4. Members discussed CTSI and how they’re pursuing sustainability. That group recently received a $4M grant.

ACTION: Chair Newman will contact Deb Grady to pursue gathering more information

5. Members also discussed improving efficiencies in the labs. As NIH is going to start requiring an “environmental standards” statement, this should be something faculty are getting out ahead of. Sustainability Manager Gail Lee spoke about the Green Lab Programs which is already implemented at UCSF. Members requested Gail notify faculty-at-large about the program, inviting their participation in it, and including mention of the impending NIH environmental standards statement.

b. Working with Educational Policy to introduce sustainability into the curriculum

1. Members discussed the best method for having this initiative proceed. Initial discussion of a subcommittee transitioned to working with students doing occupational studies to both research and teach.

ACTION: Chair Newman will follow up with SOM Vice Dean, Education C. Lucey

2. Analyst Cleaver asked if someone had contacted the Interprofessional Education Center for Excellence regarding this inquiry. That Center may already include something on this topic.

ACTION: Analyst Cleaver will follow up with IPECE Director Scott Reeves.

3. The Senate’s School Councils each discuss school curriculum, and in the case of the SOM Faculty Council, are becoming more involved in oversight. Once something is developed, Senate Analyst Cleaver will bring to the Analyst staffing the Councils to add to an upcoming agenda.

   (a) At a minimum, the Sustainability Leaflet should be handed out to all Council members.

c. Appealing to the Committee on Academic Personnel to give credit to faculty members who decline speaking engagements in an effort to reduce their carbon footprint

1. The Committee will draft a formal Communication to the Committee on Academic Personnel requesting they communicate to faculty that they will not be penalized if they opt to conduct a speaking engagement via videoconference rather than attend live. They just need to include the speaking engagement on their CV and specify that it was conducted via videoconferencing for sustainability purposes.

2. Members discussed also proposing that the Advance System be altered to include a section in the CV template, and in the Chair’s Letter dedicated to sustainability.

   (a). Members also discussed having the pre-existing diversity sections modified to also include sustainability.

ACTION: Analyst Cleaver will draft the Communication to AA and CAP and distributed for members approval.
d. Working to make this Acting Committee a permanent Standing Committee of the UCSF Academic Senate

1. The Senate’s Rules & Jurisdiction committee will review the proposed bylaws and charge once Chair Newman provides the justification behind them. Once the UCSF R&J Committee approves, it will go up to the Systemwide R&J Committee for final approval. The Acting Committee will continue to meet in the interim.

   ACTION: Chair Newman will draft this document and provide to R&J Senior Analyst S. Patel in time for the next meeting.

e. Videoconferencing

   1. Moving forward these meetings will be conducted via videoconference or ReadyTalk or GoTo Meeting. Once a preferred—and working—model and system is found, members will communicate to faculty-at-large.

f. Faculty Travel

   1. Sustainability Manager Gail Lee is applying for a grant to track faculty travel through MyExpenses. This will provide evidence on current status of faculty travel, such that further sustainability-based travel requests are evidence-based.

Old Business
Chair Newman had earlier sent around the dates to the current members of the committee. It was noted that Arianna Tehrani was left off of the membership list and will be included on materials moving forward. Additional members will be added as needed.

New Business
A full discussion on items a. and b. on the agenda were postponed due to lack of time.

   a. Members had developed and distributed the Sustainability Leaflet (faculty-focused) at Faculty Development Day in September 2012.

   b. A brief discussion of the Development Office and its inclusion of sustainability in fundraising occurred and will be pursued at a later meeting.

   c. Members discussed the drafting of two Communications to focus on the elimination of meat sourced from antibiotic-fed livestock at UCSF. The Food Group within the Chancellor’s Advisory Board on Sustainability has already been exploring this. A Communication from this committee would include partnering with them, and acknowledging the work already done on the topic at UCSF.

      1. The first Communication would focus on elimination of such meat from UCSF campus and cite health reasons, science, and the fact that UCSF is a health sciences campus. Members also discussed utilizing prior communications drafted by outside groups such as Union of Concerned Scientists or Physicians for Social Responsibility.

      2. Sustainability Manager Gail Lee also cited UCSF support of locally-sourced products in addition to organic products. The goal is twenty percent of food served annually is local or organic-sourced. This varies by month; for just the month of June 2012, UCSF was at seventy percent. Overall, for 2011-2012FY, the university averaged fourteen percent sustainable food.

Members discussed leading with this first Communication so as to garner credibility. The second Communication would focus on eliminating meat from menus at UCSF events, or if it is served at all, requiring that it be from antibiotic-free livestock.
Meeting adjourned at 11:04am.

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