## UCR Office of Sustainability – Structure and Operation

The intent of this document is to outline the structure and operation of the UCR Office of Sustainability, within the context of three primary pillars:

1. **Academic.** Approach defined and approved by the Provost. This is a major component of the overall UCR sustainability activities, at least in terms of faculty and student engagement, which is the major component of any campus sustainability program. The Provost will appoint a Director of Academic Sustainability to lead this effort.
2. **Administrative.** Approach defined and supported by the Vice Chancellor for Planning and Budget. This activity will address UCR administrative responsibilities and would include coordination with activities outside of the P&B area (e.g. Student Affairs, TAPS, Housing & Dining, etc.), and strong coordination with the Academic contact. The VCP&B will appoint a UCR Sustainability Officer to lead this effort.
3. **Students – Undergraduate and Graduate**. Student interest in sustainability activities is judged to be significant, and they may well participate in both the academic and administrative activities (as well as having some of their own activities, defined through their existing sustainability structure and funding).

It is critical to the overall success of the UCR sustainability activities that each of the pillars noted above have regular and effective communications. A process and structure to help assure that communications will need to be developed.


**UCR Sustainability Committee:**

UCR will create a **campus wide sustainability committee**, with all appointments approved by the Provost. This advisory group would have appropriate campus membership and provide input and recommendations for the priority sustainability activities for the campus. Initial thinking about the Sustainability Committee includes the following ideas:

*Chaired by the UCR Director of Academic Sustainability

*Vice-Chair is UCR Sustainability Officer

*One representative from each UCR School or College, as recommended by the UCR Faculty Senate.

*Others – UG Student; Grad Student; Procurement; Facilities Services Energy/Utility Manager; Student Housing; Rep from Planning, Design and Construction Services; TAPS representative.

**Administrative Pillar:  Focus on campus sustainability in non-academic/research areas (office located within the P&B division of UCR).**

Work with appropriate campus structure to help coordinate sustainability activities across campus, including academics, research, operations, student activities (non-academic), administrative and public outreach.  It is also assumed that this administrative pillar would work to hire/engage students directly in the administrative activities associated with campus sustainability.

Develop annual priority goals and objectives for the administrative sustainability office, working with other areas of campus as appropriate.

*Communications with academic and research areas of UCR

*Coordination with students on appropriate sustainability projects that have an administrative focus.

*Liaison to UCOP sustainability and utilities operations

*Integrated waste management.  Recycle, waste reduction, composting, etc.

*Take back the tap and other drinking water related initiatives.

*Coordinate closely with other administrative areas on campus outside the P&B division, to include Procurement, Transportation, R'Garden, Housing & Dining, etc.

*Coordinate with Planning, Design and Construction Services and Facilities Services to assure and then report that UCOP requirements for LEED building certification are met or exceeded (LEED certification will be conducted by outside consultants, through the individual projects).

*Investigate options for funding to support sustainability activities, with specific focus on funding from outside the campus.

*Coordinate with Planning, Design and Construction Services and Facilities Services on sustainable facility maintenance

*UCR Energy Management

*UCR Water Management

*UCR Waste management

Coordinate recyclable waste operations and waste diversion.

*UCR Campus Operations (closely coordinated with UCR Energy / Utility Manager):

Thermal energy storage
LED light replacement
Additional Deep Energy Efficiency programs
Food waste

*GreenLab initiative administration

*Water Action Plan facilities support

*Collect Data and Coordinate reporting for:
> Climate Action plan
> STARS
> Water activity
> Waste activity
> Sustainable food sources
> Green building initiative

*Coordinate with UCR planning activities to help promote Long term sustainable growth planning for all campus lands.

*Administrative liaison to City & other sustainability efforts

*Contribute to the website on UCR Sustainability.  Website will include various portals for the three pillars.


**Academic Pillar:**

Here are the different sustainability activities that are **academic** in nature, led by the Director of Academic Sustainability.

- Participation on UC Global Climate Leadership Council (GCLC)
- Oversee sustainability internships, including CNI & GFI student applicants, projects
- Facilitate student participation in R'Garden
- Collaborate with Student Affairs, Career Center and GSA on Sustainability Issues
- Support the reporting for AASHE, Sierra Cool Schools, Green College ranking coordinated by the Sustainability Officer.
- Facilitate participation in GreenLabs Initiative (with Facilities Services)
- Work with appropriate academic departments and the Faculty Senate to investigate the development and Implementation of a Certificate in Sustainability
- Develop and Implement an interdisciplinary Seminar Series in Sustainability
- Coordinate Implementation of the Bending the Curve (Sustainability) Curriculum
- Contribute to publications and maintain the website on UCR Sustainability
- Advise on Sustainability Action Plans (e.g. Water, Waste, Climate, Sustainable food)
- Serve as the Academic liaison and host for outreach and education to UCR community at large, as well as the City & other regional efforts