

## **SUSTAINABILITY COMMITTEE**

### **Terms of Reference**

#### **MANDATE**

To support the college community in education and awareness-building activities related to sustainability.

To support the ongoing development of library resources, experiential learning opportunities, communication materials, grant applications, and classroom learning materials related to sustainability.

To be an idea generator and sounding board for projects that enable the College to meet sustainability objectives and recommend such projects for consideration by the College.

#### **PROCEDURES**

College of the Rockies *Policy 1.2.2 Environmental Responsibility* defines the College's commitment to environmental stewardship in its operations. The Sustainability Committee promotes local initiatives on campus and in the community that are consistent with *Policy 1.2.2*.

The Committee role does not include reporting on the College's compliance with environmental laws and regulations.

##### **A. Chair**

The Chair will be elected by the committee members. In the absence of the Chair, the committee will choose an Acting Chair. The term of the Chair will be two years.

##### **B. Membership**

Membership on the Sustainability Committee shall be:

<i>No.</i>	<i>Members</i>	<i>Appointed/Elected by</i>
2	Support Staff representatives	CUPE
2	Faculty representatives	CORFA
2	Management representatives	Management group
2	Student representatives	Students' Association
1	Facilities representative	Director of Facilities
1	Campus Life representative	Manager of Student Life
2	Regional Campus representatives	Director of Campus Operations
1	Student Assistant	Ex Officio
	Resource persons	At the invitation of the Chair

**C. Length of Term**

All terms are for two years. When a student or employee member of the committee leaves the college, a replacement for the vacant position will be appointed or elected by the appropriate group.

**D. Absenteeism**

Members are expected to attend all regular meetings in person or digitally. The seat of any member who fails to attend three (3) regular meetings per appointment year may be declared vacant by a motion of the committee, which passes with a two-thirds majority.

**E. Meeting & Minutes**

**E.1 Schedule**

Meetings will be four times per year, and more often at the call of the Chair. Meeting times will be posted and will be open to members of the college community.

**E.2 Quorum**

Quorum is fifty percent of the members of the committee.

**E.3 Voting**

Each member of the committee is a voting member with one vote. The Student Assistant is non-voting.

**E.4 Minutes**

The committee will keep minutes of its meetings. Successful motions will be brought forward to the Vice President's Academic Council as recommendations of the committee.