

## Appendix A

### Application for University Committee

Please complete all the information requested in the space provided. Should this committee be approved, the information will become part of the committee's charter and posted on the Institutional Committee Website.

Committee Name: UNCP Sustainability Council

Purpose and Scope:

To position The University of North Carolina at Pembroke as a regional and national leader in sustainability by ensuring sustainability principles and practices are integrated into campus-wide operations, academics and research, capital and infrastructure development and other activities that shall reduce global warming emissions and prepare students to be responsible stewards of the world. The Council will also develop recommendations designed to ensure compliance with all governing sustainability laws, regulations, policies and signatory commitments. Guiding commitments: NC Executive Order 156 (1999), Utility Savings Initiative (2002), UNC-system Sustainability Policy 600.6.1 (2009), UNCP Campus Master Plan (2011), UNCP Strategic Plan (2012), Appalachian Energy Summit signatory (2012) and the American College & University Presidents' Climate Commitment signatory (2014).

Subject to Open Meetings Law? Answer each of the following, Yes or No.

Y Is this committee or group established by a vice chancellor or higher authority? (By Dr. Cosentino)

Y Does the membership consist of anyone other than just university administrators?

Y Is the committee tasked to deal with a matter/issue on a university-wide basis?

Y Will the committee make findings, decisions, or recommendations on quasi-legislative, quasi-judicial, policy-making, or administrative actions? (e.g. a committee making a recommendation to the chancellor regarding a faculty grievance).

Authority:

Describe whether this is a decision-making or recommending body. If recommending, to whom?

Recommending body to the Chancellor and Cabinet.

Meeting Frequency (Describe Meeting Schedule):

Two meetings in the Fall and two meetings in the Spring semesters, if additional meeting(s) is/are needed, will be coordinated in advance.

Membership:

Current Membership: List the Current Membership (Add rows if needed)

Members by Name	Method of Appointment	Status: Faculty, Staff, Student etc.	Length of Term	Voting/non Voting
None				

Propose the membership of the committee following the format shown in the sample below:

SAMPLE:

Members	Method of Appointment	Length of Term	Voting/Non Voting
4 faculty	2 Elected by Faculty Senate; 2 Appointed by Provost	3 years, staggered	Voting
College/School Dean	Appointed by Provost	3 years, staggered	Voting
3 Support Staff	Appointed by Staff Council	3 years, staggered	Voting
AVC Campus Safety	Ex Officio	On-going	Votes in case of tie

Proposed Membership: 15 members with one also serving as Recorder. Note, this membership may seem high, but it is appropriate relative to the group's scope and also as compared with other UNC campuses. *For example: there are 41 members on ASU's campus sustainability committee.*

Members	Method of Appointment	Length of Term	Voting/Non Voting
*Sust. Dir/ "Chief Sust. Officer" (Co-Chair)	Permanent assignment/ appointment	**On-going	Voting
*Co-Chair (Faculty Rep.)	Appointed by Provost	2-year term with renewable option	Voting
*Recorder	Nominated & elected from within the Council	2-year term	Voting
Chair, Faculty Senate or designee	Permanent assignment/ appointment	**On-going	Voting
Chair, Staff Council or designee	Permanent assignment/ appointment	**On-going	Voting
Pres., SGA or designee	Permanent assignment/ appointment	**On-going	Voting

Energy Manager	Permanent assignment/ appointment	**On-going	Voting
Dean of Graduate Studies & Research or designee	Permanent assignment/ appointment	**On-going	Voting
Gen. Manager, Dining Services or designee	Permanent assignment/ appointment	**On-going	Voting
Exec. Dir. Of Marketing or designee	Permanent assignment/ appointment	**On-going	Voting
Associate Athletics Dir. or designee	Permanent assignment/ appointment	**On-going	Voting
Dir. Of Univ. Services/Purchasing or designee	Permanent assignment/ appointment	**On-going	Voting
AVC for Student Aff. or designee	Permanent assignment/ appointment	**On-going	Voting
AVC for Facilities or designee	Permanent assignment/ appointment	**On-going	Voting
Pres., Greener Coalition or designee	Permanent assignment/ appointment	**On-going	Voting
Faculty Advisor, Greener Coalition	Permanent assignment/ appointment	**On-going	Voting
<b>*Represents</b>	<b>Council Officers</b>		

\*\*The position is on-going and is associated with the individual's employment position. Example: whoever is the SGA President will be a current member of the committee.

#### Committee Chair/Officers

Describe the officers and how they are elected or appointed.

Co-Chair: Sustainability Director/"Chief Sustainability Officer," permanent assignment/appointment.

(Second) Co-Chair: Faculty Representative, elected (2-year term with renewable option). Duties of both Co-Chairs will include: oversee and guide the following tasks which are in an effort to fulfill all identified and associated campus sustainability goals outlined in the Council's purpose and scope above—agenda preparation, guide meetings, appoint sub-committees as needed, represent Council, assign and delegate tasks as appropriate and needed, track progress, liaison between all departments on campus and other duties as needed. Unique duty of Faculty Co-Chair will be to engage with faculty, solicit participation and help guide implementation of academic and research integration of sustainability across campus and within multiple academic departments. Help identify possible, passionate and energetic replacement near end of term.

Recorder: Elected (2-year term). Duties: record attendance and meeting minutes, forward to Co-Chairs for review and approval, revise as needed then email to Council and others. Coordinate reservation of facilities room/space and resources for meetings and related functions. Perform related duties as needed.