

College of Saint Benedict

St. Joseph, MN

Sustainability Tracking, Assessment & Rating  
System (STARS) Report

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## Introduction

The Sustainability Tracking, Assessment & Rating System (STARS) was developed by the Association for the Advancement of Sustainability in Higher Education (AASHE) to put in place a standard system for sustainability grading. The goals of STARS, as outlined by the manual, include:

- Provide a guide for advancing sustainability in all sectors of higher education, from education and research to operations and administration.
- Enable meaningful comparisons over time and across institutions by establishing a common standard of measurement for sustainability in higher education.
- Create incentives for continual improvement toward sustainability.
- Facilitate collaboration and information sharing about higher education sustainability practices and performance.
- Recognize sustainability achievements for all institutions, including leaders and beginners.
- Build a stronger, more diverse campus sustainability community.

The College of Saint Benedict is participating in the STARS pilot project and is using STARS 0.5. The pilot project includes over 90 colleges and universities that are testing out STARS 0.5. AASHE is planning on releasing STARS 1.0 in 2009 and will be the first version that allows institutions to receive a sustainability rating.

## Overview

STARS 0.5 includes a number of credits split into three categories, Education and Research, Operations, and Administration and Finance. These three categories are then divided into smaller subcategories. Each credit has a specified number of possible points and certain criteria required to earn the point(s). Some credits have an applicability standard. For example, St. Ben's does not receive point for ER Credit 11: Sustainability-Focused Graduate Academic Program because it does not have any graduate programs. Not having these points does not hurt the overall point total. Each category also contains "Tier Two credits" that are worth less points than the original credits.

The College of Saint Benedict earned a total of ??? points out of a possible 141. In the Education category St. Ben's received 11 out of 39 points, in Operations 7 out of 59, and in Administration and Finance 16 out of 43.

With some minor changes, and not a lot of money, St. Ben's could easily increase that total by 40 points to ????. The small one-time cost category includes credits that involve very little or no money such as ER Credit 3: Sustainability in New Student Orientation and AF Credit 1: Investment Transparency. Modest ongoing costs include credits that will need to be funded every year such as OP Credit 7: Fair Trade Coffee and AF 25: Support Programs for Under-Represented Ph.D. Candidates. The Credits that fall under large ongoing costs deal with buildings, construction, and renovation. OP Credit 1: New Construction, Renovation, and Commercial Interiors and OP Credit 2: Building Operations and Maintenance require that the building meets LEED requirements which can become expensive.

The following graphs summarize the total points the College of Saint Benedict earns now and the points possible with some changes.

## Total Points Received

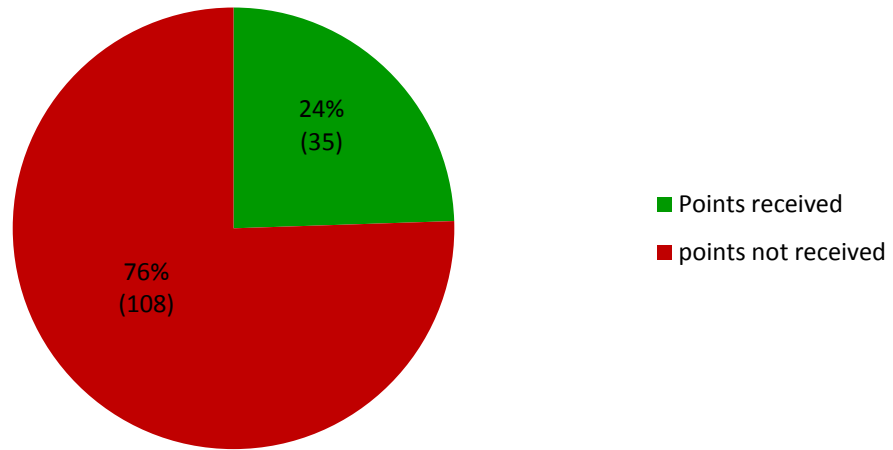


Figure 1. Total points received out of a possible 143.

## Points Possible

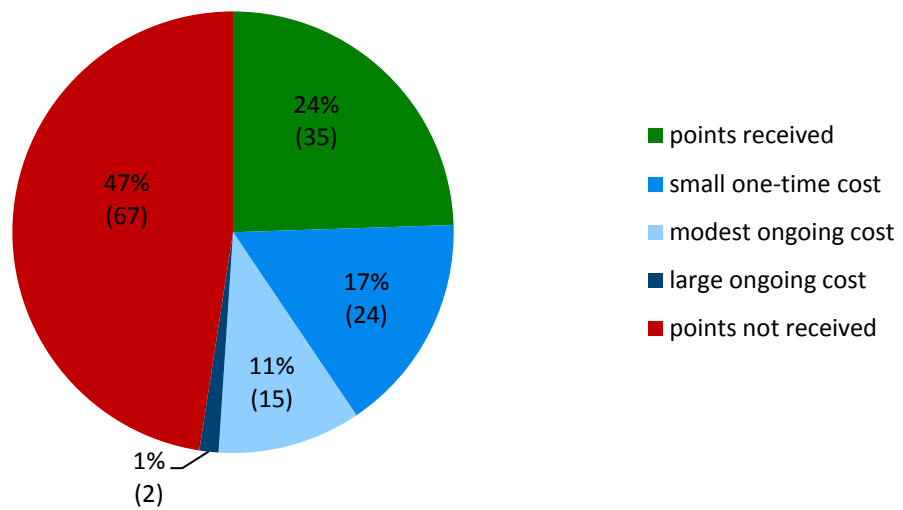


Figure 2. Points possible with few simple changes.

## STARS Credits Outline

### Education Credits

The Education category includes credits dealing with co-curricular education, the curriculum, faculty and staff development and training, and research. The College of Saint Benedict received a total of 9 points out of a possible 39 in this category.

ER Credit 1: Student Outreach Program:	1/1
<ul style="list-style-type: none"><li>• <i>An institution must have a peer-to-peer sustainability program or organization.</i></li></ul>	
ER Credit 2: Sustainability-Related Competition:	1/1
<ul style="list-style-type: none"><li>• <i>The institution must participate in at least one sustainability-related competition a year.</i></li><li>• <i>Recommendation: Participate in another national competition with a different sustainability focus.</i></li></ul>	
ER Credit 3: Sustainability in New Student Orientation:	0/1
<ul style="list-style-type: none"><li>• <i>Sustainability must be incorporated in some way into new student orientation.</i></li><li>• <i>Recommendation: Provide information about sustainability on CSB in information given to incoming students.</i></li></ul>	
ER Credit 4: Sustainability Course Identification:	0/1
<ul style="list-style-type: none"><li>• <i>A list of sustainability courses offered must be made available to the student body.</i></li><li>• <i>Recommendation: Make available, online or in course catalogue, a list when students register for classes.</i></li></ul>	
ER Credit 5: Sustainability-Focused Academic Courses:	1/6
<ul style="list-style-type: none"><li>• <i>Sustainability-focused courses are those where sustainability is the main concept or idea.</i></li><li>• <i>Recommendation: Create more sustainability-focused courses.</i></li></ul>	
ER Credit 6: Sustainability-Related Academic Courses:	1/6
<ul style="list-style-type: none"><li>• <i>Sustainability-related courses are those where sustainability is one module or idea taught in the class.</i></li><li>• <i>Recommendation: With a little tweaking several courses could be sustainability-related.</i></li></ul>	
ER Credit 7: Sustainability Courses by Academic Department:	2/3
<ul style="list-style-type: none"><li>• <i>The institution must offer sustainability courses in different academic departments. Different academic departments teach different aspects of sustainability.</i></li><li>• <i>Recommendation: The Education and Political Science departments could add a sustainability course.</i></li></ul>	
ER Credit 8: Academic Sustainability Courses by Student Credit Hours:	2/6
<ul style="list-style-type: none"><li>• <i>An institution must have a certain number of credit hours dedicated to sustainability courses.</i></li><li>• <i>Recommendation: With the addition of more sustainability courses the number of student credit hours will increase.</i></li></ul>	
ER Credit 9: Sustainability-Focused Undergraduate Academic Programs:	0/2

<ul style="list-style-type: none"> <li>• <i>A certain percentage of the institutions academic programs must be sustainability-focused.</i></li> </ul>	
ER Credit 10: Sustainability Graduation Requirement:	1/5
<ul style="list-style-type: none"> <li>• <i>A certain percentage of an institution’s academic departments must have a sustainability course required for graduation.</i></li> <li>• <b>Recommendation:</b> <i>More departments must have a sustainability course requirement for graduation.</i></li> </ul>	
ER Credit 11: Sustainability-Focused Graduate Program	N/A
ER Credit 12: Sustainability Study Abroad Program:	1/1
<ul style="list-style-type: none"> <li>• <i>The institution offers a sustainability-related or focused study abroad program.</i></li> <li>• <b>Recommendation:</b> <i>Continue offering a sustainability study abroad program like Sustainable Scandinavia or incorporate sustainability into already existing programs.</i></li> </ul>	
ER Credit 13: Non-Credit Sustainability Courses	N/A
ER Credit 14: Sustainability Focused, Non-Academic Certificate Program	N/A
ER Credit 15: Curricular Engagement:	1/1
<ul style="list-style-type: none"> <li>• <i>The institution must meet the requirement for the Carnegie Foundation for the Advancement of Teaching’s “Curricular Engagement” Elective classification.</i></li> </ul>	
ER Credit 16: Sustainability Literacy Assessment:	0/2
<ul style="list-style-type: none"> <li>• <i>The institution must require students to take a literacy assessment.</i></li> <li>• <b>Recommendation:</b> <i>Require students to take a sustainability literacy assessment during new student orientation and again before graduation.</i></li> </ul>	
ER Credit 17: Incentives for Developing Sustainability Courses:	0/1
<ul style="list-style-type: none"> <li>• <i>The institution has incentives for faculty to develop sustainability-focused or related courses.</i></li> <li>• <b>Recommendation:</b> <i>Create incentives such as funding or workshops.</i></li> </ul>	
ER Credit 18: Sustainability in New Employee Orientation:	0/1
<ul style="list-style-type: none"> <li>• <i>The institution incorporates sustainability into new employee orientation.</i></li> <li>• <b>Recommendation:</b> <i>Include sustainability in new employee orientation, something similar to new student orientation.</i></li> </ul>	
ER Credit 19: Employee Peer-to-Peer Sustainability Outreach Program:	0/1
<ul style="list-style-type: none"> <li>• <i>The institution has an employee peer-to-peer sustainability program or organization.</i></li> <li>• <b>Recommendation:</b> <i>Create a program whose main goal is to promote sustainability among faculty and staff of CSB</i></li> </ul>	
ER Credit 20: Research Inventory	N/A
ER Credit 21: Research Incentives	N/A
ER Credit 22: Faculty Involved in Sustainability Research	N/A

ER Credit 23: Departments Involved in Sustainability Research	N/A
ER Credit 24: Internal Funding for Research	N/A
ER Credit 25: External Funds for Research	N/A
ER Credit 26: Interdisciplinary Research	N/A
<b>Total</b>	<b>11/39</b>

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## Operations Credits

Operation credits include credits on buildings, dining services, energy and climate, grounds, materials, recycling, and waste minimization, purchasing, and transportation. This is the area St. Ben's could use the most improvement on. Out of a possible 61 points, St. Ben's got only 7.

### OP Prerequisite 1: Recycling Program

- *The institution must have in place a recycling program.*

### OP Credit 1: New Construction, Renovations, and Commercial Interiors 0/4

- *The institution's new construction, renovations, and interior improvements must meet the LEED standards for New Construction, Core & Shell, or Commercial Interiors.*
- **Recommendation:** *All new buildings must meet LEED certification.*

### OP Credit 2: Building Operations and Maintenance 0/5

- *A certain percentage of the institutions eligible buildings must meet the LEED-EB certification or are certified under the LEED-EB system.*
- **Recommendation:** *Evaluate existing buildings to see if they meet LEED-EB and make improvements based on those evaluations.*

### OP Credit 3: Potable Non-Irrigation Water Consumption Reduction 0/3

- *The institution must have a certain percentage of water consumption reduction per square footage of building space.*
- **Recommendation:** *Use water more efficiently.*

### OP Credit 4: Green Cleaning Service 0/1

- *The institution's cleaning service is Green Seal certified or meets the requirements for certification.*
- **Recommendation:** *Look into what is required to become Green Seal Certified.*

### OP Credit 5: Local Food 0/3

- *A certain percentage of the institution's food is grown and manufactured locally.*
- **Recommendation:** *Make buying local food a priority. Adopt a policy, like St. John's has, that emphasizes a sustainable food service.*

### OP Credit 6: Food Alliance and Organic Certified Food 0/3

- *A certain percentage of the institution's food purchased is Food Alliance or organically certified.*
  - **Recommendation:** *Adopt a policy that makes buying Food Alliance or organic food more of a priority than it is currently.*
- OP Credit 7: Fair Trade Certified Coffee 0/1
- *All of the coffee purchased by the institution must be Fair Trade certified.*
  - **Recommendation:** *Buy all Fair Trade certified coffee.*
- OP Credit 8: Reduction in Energy Intensity 0/3
- *The institution must have a three year downward trend in energy intensity.*
  - **Recommendation:** *St. Ben's needs to reduce their energy intensity by at least 2 percent. It needs to become more efficient with its energy consumption.*
- OP Credit 9: Renewable Electricity 0/5
- *A percentage of the electricity bought by the institution must come from renewable sources.*
  - **Recommendation:** *Buy at least a portion of the institutions energy from renewable sources.*
- OP Credit 10: On-Site Combustion with Renewable Fuel 0/3
- *A percentage of the institution's on-site combustion for heating and cooling must come from renewable sources.*
  - **Recommendation:** *Begin using some renewable fuel, such as biomass, instead of fossil fuels for onsite combustion for heating and cooling.*
- OP Credit 11: Greenhouse Gas Emission Reduction 0/5
- *The institution must have a certain reduction in Scope 1 and Scope 2 greenhouse gas emissions.*
  - **Recommendation:** *St. Ben's needs to find ways to reduce its greenhouse gas emissions.*
- OP Credit 12: Organic Campus 0/1
- *All pesticides and fertilizers used on campus grounds must be organic.*
  - **Recommendation:** *Begin using organic instead of synthetic fertilizer on campus grounds.*
- OP Credit 13: Non-Potable Water Usage for Irrigation 2/2
- *A percentage of the institutions water for irrigation must be non-potable.*
  - **Recommendation:** *Begin looking into capturing rainwater or using grey water for irrigation instead of well water.*
- OP Credit 14: Waste Minimization 0/1
- *The institution must show a three year downward trend in the amount of waste produced per capita.*
  - **Recommendation:** *Keep a record of the amount of waste taken from the campus every year.*
- OP Credit 15: Waste Diversion 0/3
- *A certain percentage of waste must be diverted (recycled, reused, donated, etc.) from the landfill or incinerator.*
  - **Recommendation:** *Either more waste needs to be diverted or less land-filled or incinerated waste needs to be generated.*



OP Credit 16: Construction and Demolition Waste Diversion	0/1
<ul style="list-style-type: none"> <li>• <i>Seventy-five percent of the waste produced from construction and demolition must be diverted from the landfill or incinerator.</i></li> <li>• <b>Recommendation:</b> <i>In future construction projects recycle, reuse, or donate at least 75 percent of construction/demolition waste.</i></li> </ul>	
OP Credit 17: Electronic Waste Recycling Program	1/1
<ul style="list-style-type: none"> <li>• <i>The institution must have an electronic waste recycling or reuse program.</i></li> </ul>	
OP Credit 18: Hazardous Waste Minimization	1/1
<ul style="list-style-type: none"> <li>• <i>The institution must have a program in place to safely dispose of hazardous and chemical waste.</i></li> </ul>	
OP Credit 19: ENERGY STAR Purchasing	1/1
<ul style="list-style-type: none"> <li>• <i>The institution must have a policy to purchase only ENERGY STAR appliances whenever available.</i></li> </ul>	
OP Credit 20: EPEAT Purchasing	0/1
<ul style="list-style-type: none"> <li>• <i>A policy must be in place that states the institution will buy EPEAT certified electronics whenever available.</i></li> <li>• <b>Recommendation:</b> <i>Look into purchasing EPEAT certified electronic products and/or adopt a policy that encourages EPEAT products.</i></li> </ul>	
OP Credit 21: Purchasing Green Cleaning Products	0/1
<ul style="list-style-type: none"> <li>• <i>The institution must purchase Green Seal certified, or its equivalent, cleaning products.</i></li> <li>• <b>Recommendation:</b> <i>Look into buying green cleaning products.</i></li> </ul>	
OP Credit 22: Environmentally Preferable Paper Purchasing	0/1
<ul style="list-style-type: none"> <li>• <i>The institution must have a policy to buy only environmentally preferable paper products.</i></li> <li>• <b>Recommendation:</b> <i>Adopt a policy that states the institution will buy environmentally preferable paper.</i></li> </ul>	
OP Credit 23: Environmentally Preferable Furniture Purchasing	0/1
<ul style="list-style-type: none"> <li>• <i>The institution must have a policy to buy environmentally preferable furniture and wood products.</i></li> <li>• <b>Recommendation:</b> <i>Look into an environmentally preferable furniture purchasing policy.</i></li> </ul>	
OP Credit 24: Vendor Code of Conduct	0/1
<ul style="list-style-type: none"> <li>• <i>The institution must have a Vendor Code of Conduct that the vendors the institution does business with must follow.</i></li> <li>• <b>Recommendation:</b> <i>Adopt a vendor code of conduct that requires all vendors to conduct business in a socially responsible way.</i></li> </ul>	
OP Credit 25: Fleet Greenhouse Gas Emissions	0/2
<ul style="list-style-type: none"> <li>• <i>The institutions fleet greenhouse gas emissions must not exceed a certain amount per passenger mile traveled.</i></li> <li>• <b>Recommendation:</b> <i>Keep better records of the total miles traveled by campus vehicles.</i></li> </ul>	
OP Credit 26: Commute Modal Split	2/3
<ul style="list-style-type: none"> <li>• <i>A percentage of the institution community uses alternative mode of transportation to get to work or</i></li> </ul>	

class.

OP Credit 27: Commuter Options	0/1
<ul style="list-style-type: none"><li>• <i>The institution must meet the requirements to be recognized by the Best Workplaces for Commuters program.</i></li><li>• <b>Recommendation:</b> <i>Use tools such as parking incentives for carpoolers or awards programs to encourage use of alternative modes of transportation.</i></li></ul>	
OP Credit 28: Air Travel	0/1
<ul style="list-style-type: none"><li>• <i>The institution keeps a record of miles of institution funded air travel</i></li><li>• <b>Recommendation:</b> <i>Require all institution funded air travel to document the miles traveled.</i></li></ul>	
<b>Total</b>	<b>7/59</b>

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## Administration and Finance Credits

Administration and Finance credits include those dealing with investment, planning, sustainability infrastructure, community relations and partnerships, diversity, access, and affordability, human resources, and trademark licensing. Out of 43 points, St. Ben's got 16.

AF Prerequisite 1: Sustainability Committee	
<ul style="list-style-type: none"><li>• <i>The institution must have a sustainability committee that advises and implements policies related to sustainability.</i></li></ul>	
AF Credit 1: Investment Transparency	0/1
<ul style="list-style-type: none"><li>• <i>The institution must make publically available a snapshot of the investment pool and voting records.</i></li><li>• <b>Recommendation:</b> <i>St. Ben's should create a website to display the required information.</i></li></ul>	
AF Credit 2: Committee on Investor Responsibility	0/1
<ul style="list-style-type: none"><li>• <i>The institution has a committee that makes recommendation to the Board of Trustees, or other committee, on responsible investment opportunities.</i></li><li>• <b>Recommendation:</b> <i>The committee that deals with socially responsible investing should also include environmentally responsible investing.</i></li></ul>	
AF Credit 3: Screening for Negative Investments	0/1
<ul style="list-style-type: none"><li>• <i>In the last three years, the institution must have screened for negative investments.</i></li><li>• <b>Recommendation:</b> <i>St. Ben's must begin screening for negative investments.</i></li></ul>	
AF Credit 4: Positive Sustainability Investments	0/4
<ul style="list-style-type: none"><li>• <i>A percentage of an institution's investments are in sustainable industries.</i></li><li>• <b>Recommendation:</b> <i>St. Ben's must invest more in sustainable industries.</i></li></ul>	
AF Credit 5: Shareholder Engagement	0/1
<ul style="list-style-type: none"><li>• <i>The institution must have filed or co-filed a shareholder resolution dealing with sustainability.</i></li><li>• <b>Recommendation:</b> <i>St. Ben's needs to file/co-file a resolution.</i></li></ul>	
AF Credit 6: Strategic Plan	0/1

<ul style="list-style-type: none"> <li>• <i>The institution’s strategic plan must have sustainability at a high level, an amendment would count</i></li> <li>• <b>Recommendation:</b> <i>Sustainability should be included in the strategic plan either by an amendment or in the actual document.</i></li> </ul>	
AF Credit 7: Master Plan	1/1
<ul style="list-style-type: none"> <li>• <i>In the institution’s master plan, sustainability must be present at a high level.</i></li> </ul>	
AF Credit 8: Sustainability Plan	0/1
<ul style="list-style-type: none"> <li>• <i>The institution must have in place a sustainability plan that has goals and timetables to achieve them.</i></li> <li>• <b>Recommendation:</b> <i>In the near future St. Ben’s will have a sustainability plan.</i></li> </ul>	
AF Credit 9: Climate Plan	1/1
<ul style="list-style-type: none"> <li>• <i>The institution must have a climate plan to mitigate its greenhouse gas emissions.</i></li> </ul>	
AF Credit 10: Sustainability Officer	1/3
<ul style="list-style-type: none"> <li>• <i>A percentage of an employee’s time is dedicated to sustainability</i></li> <li>• <b>Recommendation:</b> <i>St. Ben’s should hire someone whose sole purpose is to work on sustainability at the school.</i></li> </ul>	
AF Credit 11: Sustainability Recognition Program	0/1
<ul style="list-style-type: none"> <li>• <i>A recognition program exists at the school that recognizes those individuals, departments, or buildings that show leadership in responsibility.</i></li> <li>• <b>Recommendation:</b> <i>Develop a recognition program that that recognizes sustainability leadership among residence halls.</i></li> </ul>	
AF Credit 12: Inter-Campus Collaboration on Sustainability	1/1
<ul style="list-style-type: none"> <li>• <i>The institution must collaborate with other colleges or universities on sustainability issues.</i></li> </ul>	
AF Credit 13: Community Service Infrastructure	1/1
<ul style="list-style-type: none"> <li>• <i>The institution must have a community service department or office that promotes community service participation.</i></li> </ul>	
AF Credit 14: Student Participation in Community Service	2/3
<ul style="list-style-type: none"> <li>• <i>A percentage of an institution’s student body participates in community service.</i></li> <li>• <b>Recommendation:</b> <i>St. Ben’s needs a better way of documenting who participates in community service.</i></li> </ul>	
AF Credit 15: Student Hours Contributed in Community Service	1/3
<ul style="list-style-type: none"> <li>• <i>The institution must engage a certain number of community service hours per full-time student.</i></li> <li>• <b>Recommendation:</b> <i>A better way of documenting the number of hours a student participates in community service would help St. Ben’s improve.</i></li> </ul>	
AF Credit 16: Financial Incentives for Public Service Careers	N/A
AF Credit 17: Outreach & Partnerships Carnegie Designation	0/1
<ul style="list-style-type: none"> <li>• <i>The institution must meet the requirements to qualify for the “Outreach &amp; Partnerships” Carnegie</i></li> </ul>	

*Designation Elective Classification.*

- **Recommendation:** Look at the criteria for the classification and work to meet those requirements.

AF Credit 18: Public Policy Engagement	0/1
<ul style="list-style-type: none"><li>• <i>Institution advocates for local, state, or federal policies that advance sustainability.</i></li><li>• <b>Recommendation:</b> <i>St. Ben's needs to start to publically advocate sustainability issues.</i></li></ul>	
AF Credit 19: Diversity Committee	1/1
<ul style="list-style-type: none"><li>• <i>The institution has a diversity committee that deals with campus issues on diversity.</i></li></ul>	
AF Credit 20: Diversity Officer	0/1
<ul style="list-style-type: none"><li>• <i>The institution must have a diversity officer.</i></li><li>• <b>Recommendation:</b> <i>St. Ben's needs to hire a diversity officer that works at least 0.5 full time equivalent.</i></li></ul>	
AF Credit 21: Non-Discrimination Policy	1/1
<ul style="list-style-type: none"><li>• <i>The institution has policy that prohibits discrimination.</i></li></ul>	
AF Credit 22: Diversity Plan	1/1
<ul style="list-style-type: none"><li>• <i>Institution has a plan promote diversity on campus.</i></li></ul>	
AF Credit 23: Recruiting for Student Diversity	1/1
<ul style="list-style-type: none"><li>• <i>Institution has a plan to recruit for increased student diversity.</i></li></ul>	
AF Credit 24: Support Programs for Under-represented Groups	1/1
<ul style="list-style-type: none"><li>• <i>Institution must have programs in place to support under-represented groups on campus.</i></li></ul>	
AF Credit 25: Support Programs for Under-represented Ph.D. Candidates	0/1
<ul style="list-style-type: none"><li>• <i>The institution is actively trying to build a more diverse faculty by supporting Ph.D. candidates of diverse backgrounds.</i></li><li>• <b>Recommendation:</b> <i>Develop a support program for faculty of under-represented groups.</i></li></ul>	
AF Credit 26: Affordability and Access Programs	1/1
<ul style="list-style-type: none"><li>• <i>Institution must have programs or policies to make attending affordable to students who come from low income families.</i></li></ul>	
AF Credit 27: Sustainable Compensation	0/1
<ul style="list-style-type: none"><li>• <i>Institution must periodically evaluate its wages and benefits to make sure the lowest paid employee has a living wage.</i></li></ul>	
AF Credit 28: Faculty and Staff Benefits	2/3
<ul style="list-style-type: none"><li>• <i>A percentage of the institution's employees have full health care coverage.</i></li><li>• <b>Recommendation:</b> <i>All employees working half time or more must have full health care coverage.</i></li></ul>	
AF Credit 29: Graduate Student Employee Benefits	N/A
AF Credit 30: Parental Leave	1/1

- *Institution grants parental leave.*

AF Credit 31: Domestic Partner Benefits 0/1

- *Institution grants equal benefits to employee's same-sex domestic partners as employee's spouse.*
- *Recommendation: St. Ben's should have a policy that meets these requirements.*

AF Credit 32: Employee Satisfaction Survey 0/1

- *Institution conducts an employee satisfaction survey to gauge the institution's performance as an employer*
- *Recommendation: St. Ben's should conduct an employee satisfaction survey.*

AF Credit 33: Independent Monitoring of Logo Apparel 0/1

- *Institution is a member of an organization that verifies the products with the institution's logo is made under fair conditions.*
- *Recommendation: St. Ben's should be a member of Worker Rights Consortium or the Fair Labor Association.*

AF Credit 34: Designated Suppliers Program 0/1

- *Institution must participate in the Worker's Rights Consortium's Designated Suppliers Program.*
- *Recommendation: St. Ben's must participate in this program.*

**Total 17/43**

## STARS Credits

### Education and Research Credits

#### ER Credit 1: Student Sustainability Outreach Program – 1/1

In order for an institution to receive a point for this credit they must have a peer-to-peer sustainability program or organization. The program or organization must conduct at least one event per semester. Having a program or organization is important in deepening student's understanding of sustainability.

At St. Ben's Campus Greens and Echo qualify for this credit. Campus Greens and Echo are student run groups that focus on the campus environment. The main objective of both groups is to promote environmental awareness and sustainability on the CSB/SJU campuses.

This credit is worth one point. As long as the school continues with these programs, there should be no reason CSB would lose this point.

#### ER Credit 2: Sustainability Related Competition – 1/1

Having a sustainability related competition helps promote sustainability throughout the campus. It usually engages the entire campus and a majority of the study body chooses to participate. The competition can also develop new habit and eventually lead to lifestyle changes.

The competition that St. Ben's participates in is the Campus Energy Challenge. It is a month long competition between high schools, colleges, and universities throughout the United States and Canada. The objective is to reduce energy consumption as much as possible. St. Ben's involvement in the Campus Energy Wars qualifies it for this credit. Continuing participation will guarantee the point.

**Recommendation:** St. Ben's could take this another step farther. It could participate in another national competition that focuses on a different sustainability issue, recycling for example. RecycleMania is a 10 week national competition that focuses on a campuses ability to recycle.

#### ER Credit 3: Sustainability in New Student Orientation – 0/1

Including sustainability in new student orientation is a great, and probably the best way to show new students how important sustainability is to the campus. If they learn how important it is to campus early, could be more willing throughout their time on campus to be more sustainable.

**Recommendation:** It is not difficult to incorporate sustainability into new student orientation. A simple solution could be including a sheet of paper with facts on sustainability and/or tips on how to make their rooms more sustainable and other similar practices.

#### ER Credit 4: Sustainability Course Identification – 0/1

To receive points for this credit an institution must make a list of the sustainability-related and sustainability-focused courses. It is important for an institution to do this because it helps lay the foundation for sustainability in the curriculum and helps the students interested in sustainability to organize their classes. The list can be in the course catalogue or on a website.

**Recommendation:** To improve and get the point is not very difficult. Including a list of sustainability courses in the course catalogue students get before registering for classes and/or somewhere on the Internet would be plenty to get the point.

### ER Credit 5: Sustainability-Focused Academic Courses – 1/6

Sustainability-focused courses are courses that “concentrate on sustainability including its social, economic, and environmental dimensions, or examine an issue or topic using sustainability as a lens.” These classes provide a strong foundation for future sustainability learning.

Out of a possible 6 points, St. Ben’s receives only 1 point. St. Ben’s gets one point because between 0 and 0.1 percent of the school’s courses are sustainability focused. St. Ben’s has five courses, three ENVR 150, and one each of ENVR 395 and 397. The more courses that are sustainability focused the more points that can be earned.

In order for St. Ben’s to get more than one point more than 0.1 percent of the school’s courses would have to be sustainability-related.

### ER Credit 6: Sustainability-Related Academic Courses – 1/6

Sustainability-related, as opposed to focused, courses contain sustainability as a component or module. These courses help students learn a certain aspect of sustainability and to briefly introduce them to some sustainability concept. Also, sustainability-related courses integrate sustainability concepts in many different disciplines.

Out of a possible 6 points, St. Ben’s gets only 1 point because between 1 and 5 percent of the institutions courses are sustainability-related, meaning the courses contain a sustainability component or module. A little over one percent of CSB/SJU courses are sustainability-related, 9 of 843.25 for-credit courses.

**Recommendation:** It is not difficult for a course to be considered sustainability-related. Many classes that are already offered at CSB/SJU could, with a little alteration, could become a sustainability-related course.

### ER Credit 7: Sustainability Courses by Academic Department – 2/3

Each academic department has an important role in promoting sustainability through the courses offered. Different academic departments teach different aspects of sustainability. The more academic departments that offer sustainability courses the more the student is exposed to different issues of sustainability.

To get points for this credit a certain percentage of academic departments must offer sustainability-related or focused courses. Out of 3 possible points, St. Ben’s gets 2 for this credit. Seven departments offer sustainability courses out of 51 total academic departments.

**Recommendation:** Creating more sustainability-related or focused courses would give St. Ben’s a better chance at getting more points for this credit. Some departments, such as education and political science, could easily offer those courses.

### ER Credit 8: Academic Sustainability courses by student credit hours – 2/6

This credit helps measure the amount of sustainability course work each student takes. The AASHE STARS manual outlines the scoring

- 1 pt: More than 0.1 and up to 1 percent of student credit hours are earned in sustainability-**related** or **focused** courses.
- 2 pts: 1 to 2 percent of student credit hours are earned in sustainability-**related** or **focused** courses.

- 3 pts: Between 2 and 3 percent of student credit hours are earned in sustainability-**related** or **focused** courses.
- 4 pts: 3 to 4 percent of student credit hours are earned in sustainability-**related** or **focused** courses.
- 5 pts: Between 4 and 5 percent of student credit hours are earned in sustainability-**related** or **focused** courses.
- 6 pts: 5 or more percent of student credit hours are earned in sustainability-**related** or **focused** courses.

Student credit hours are calculated by multiplying the number of students that complete each course in each class by the number of credit hours the course is worth. CSB/SJU offered 63,000 student credit hours in the spring of 2008. Of those 900 are sustainability related. That comes out to be about 1.4%.

**Recommendation:** In order to achieve 3 points, the percentage would have to increase to 2% which would be a total of 1260 student credit hours.

### **ER Credit 9: Sustainability-Focused Undergraduate Academic Programs – 0/2**

This credit is out of a possible two points. For one point an institution must have a sustainability-focused major, academic concentration, academic certificate, or minor program. In order to get two points the institution must have at least one percent of its academic programs be sustainability-focused. The sustainability-focused academic programs allow for students to study sustainability in depth and provide a sustainability scholar in the institution.

St. Ben's does not offer a sustainability-focused academic program so no points are possible. The only way to improve on this is to have an academic program focus on sustainability including its social, economic, and environmental dimensions.

### **ER Credit 10: Sustainability Graduation Requirement – 1/5**

Require students to take a sustainability course ensures they are exposed to sustainability and its concepts. A sustainability-related or sustainability-focused course may count for this credit. This credit is out of a possible 5 points. The AASHE STARS manual outlines the point distribution:

- 1 pt: More than 0 and less than 25 percent of the institution's departments have a sustainability graduation requirement.
- 2 pts: 25 to 50 percent of the institution's departments have a sustainability graduation requirement.
- 3 pts: Between 50 and 75 percent of the institution's departments have a sustainability graduation requirement.
- 4 pts: 75 to less than 100 percent of the institution's departments have a sustainability graduation requirement.
- 5 pts: 100 percent of the institution's departments have a sustainability graduation requirement, or there is an institution-wide sustainability graduation requirement that applies to all undergraduate students. The institution-wide requirement may take the form of the institution requiring students to take a common sustainability-**related** or **focused** course or allowing students to select from a menu of sustainability-**related** or **focused** courses.



Two of the academic departments at St. Ben's have a sustainability graduation requirement and therefore gets one point. The Environmental Studies department requires several sustainability courses including ENVR 150, ECON 318, and PHIL 243. The Peace Studies department also has a sustainability requirement. Its graduates are required to have taken ENVR 175, and 275.

**Recommendation:** Some academic departments could incorporate a sustainability course into its graduation requirements. Economics could require a sustainability course by simply requiring its graduates to have taken ECON 318 Natural Resource and Environmental Economics.

#### **ER Credit 11: Sustainability-Focused Graduate Academic Program – N/A**

St. Ben's does not have a graduate program.

#### **ER Credit 12: Sustainability Study Abroad Program – 1/1**

A sustainability study abroad program is a great way for students to see firsthand the problems involving sustainability elsewhere and the solutions to those problems. The program will also deepen the students' understanding of sustainability.

St. Ben's receives this point because they have a study abroad program, Sustainable Scandinavia, which focuses on sustainability. The program description says: "Participants in this course will learn to appreciate and understand the diverse cross-developments of environment, religion, politics, technology, and social structures underlie the dramatic yet sustainable development that enabled Scandinavian societies to become globally engaged while remaining sensitive to the foibles of the human condition."

**Recommendation:** St. Ben's needs to continue to offer sustainability study abroad programs every year if it wishes to continue to receive points for this credit. This can be done by either including sustainability in an already existing study abroad program, or, like the Sustainable Scandinavia, create a program that focuses entirely on sustainability.

#### **ER Credit 13: Non-credit Sustainability Courses – N/A**

St. Ben's does not have non-credit courses

#### **ER Credit 14: Sustainability-Focused, Non-Academic Certificate Program – N/A**

St. Ben's does not have certificate programs

#### **ER Credit 15: Curricular Engagement – 1/1**

To get the point for this credit the institution must meet the criteria of the Carnegie Foundation for the Advancement of Teaching's "Curricular Engagement" Elective Classification. The Carnegie Foundation website states "**Curricular Engagement** includes institutions where teaching, learning and scholarship engage faculty, students, and community in mutually beneficial and respectful collaboration. Their interactions address community-identified needs, deepen students' civic and academic learning, enhance community well-being, and enrich the scholarship of the institution" (<http://www.carnegiefoundation.org/classifications/index.asp?key=1213>).

The criteria for this credit include documenting how many service learning courses are offered and documentation on how integrated service learning is to the institution's curriculum. The institution must also document institutional commitment to service learning and faculty scholarship in service learning.

St. Ben's does meet the criteria for the "Curricular Engagement" Elective Classification. The Liemandt Family Service-Learning Program, the institution, and the community work together to give students the opportunity to help in the community and at the same time learn.

#### **ER Credit 16: Sustainability Literacy Assessment – 0/2**

This credit has a possible for two points. To get one point, an institution must make an assessment of the students' sustainability literacy. In order to earn two points, the institution conducts the assessment twice, once upon arrival at the institution and once upon graduation. The use of a sustainability literacy assessment allows the institution to track the success of their sustainability education program.

**Recommendation:** St. Ben's could easily get two points for this credit. The first assessment could be taken during new student orientation while seniors could take it before graduation. Using the results of the assessments St. Ben's can measure how successful the sustainability program is and make changes where necessary.

#### **ER Credit 17: Incentives for Developing Sustainability Courses – 0/1**

This credit gives a point to an institution that provides incentives for faculty to incorporate sustainability into their curriculum or for developing sustainability-related or sustainability-focused courses. Offering incentives shows the institution supports sustainability courses and it would ensure expansion and continuing development of such courses.

**Recommendation:** St. Ben's does not have incentives for developing sustainability courses and would need to adopt some in order to get the point. Some incentives could include funding or curriculum workshops.

#### **ER Credit 18: Sustainability in New Employee Orientation – 0/1**

Sustainability in new employee orientation works much the same way as new student orientation. It is important new employees realize how important sustainability is to the institution. Giving this information when the employee first enters the institution would encourage the formation of new, sustainable, and environmentally and socially aware habits.

**Recommendation:** St. Ben's does not yet have sustainability in new employee orientation. However, like the new student orientation, it could be easily incorporated. It could be as simple as having something that explains St. Ben's commitment to sustainability and what they are doing to promote and encourage sustainability on the campus and surrounding community.

#### **ER Credit 19: Employee Sustainability Outreach Program – 0/1**

This credit involves the institution having a peer-to-peer employee sustainability outreach program. The program is to help educate and motivate employees to begin or participate in sustainability programs. It also encourages participation in sustainability initiatives. The program must conduct at least one event or campaign per semester.

**Recommendation:** St. Ben's does not have a program that would count for this credit. The school could create an outreach program made up of faculty and staff members from a variety of departments that work together to promote sustainability through the faculty and staff of St. Ben's.

#### **ER Credit 20-26 – N/A**

These credits involve research done at the institution. Research is not a core component of St. Ben's so these credits do not apply to this institution. Not having these points does not harm the total STARS score.

<b>Tier Two Credits</b>	<b>Yes or no</b>
1. Institution has an outdoor program that follows Leave No Trace principles	Y
2. Institution has student groups focused on or dedicated to sustainability	Y
3. Institution has sustainability-themed housing (residence hall, floor, or theme house)	Y
4. Institution has an on-campus, organic garden for students	N
5. Institution has a model dorm room that demonstrates sustainable living principles	N
6. Institution produces outreach materials about on-campus sustainability efforts, such as information kiosks and sustainability maps	N
7. Institution has a student-run café that serves environmentally or socially preferable foods	N
8. Institution has a student publication focused on sustainability	N
9. Institution has space dedicated to sustainability in a student newspaper	N
10. Institution holds major events related to sustainability, such as conferences or symposia	N

## Operations Credits

### OP Prerequisite 1: Recycling Program

St. Ben's meets this prerequisite by having a recycling program.

### OP Credit 1: New Construction, Renovation and Commercial Interiors – 0/4

For this credit all new construction, major renovations and interior improvements must meet Leadership in Energy and Environmental Design (LEED) standards for New Construction, Core & Shell, or Commercial interiors. This credit has a possibility of four points. New construction is any building built or renovated in the last three years.

- 1 pt: All new buildings, major renovations, and interior improvements meet LEED certification criteria (at any level).
- 2 pts: All new buildings, major renovations, and interior improvements meet LEED Silver or higher certification criteria and at least 25 percent of new building square footage is certified LEED Silver or higher.
- 3 pts: All new buildings, major renovations, and interior improvements meet LEED Gold or higher certification criteria and at least 25 percent of new building square footage is certified LEED Gold or higher.
- 4 pts: All new buildings, major renovations, and interior improvements meet LEED Platinum certification criteria, and at least 25 percent of new building square footage is certified LEED Platinum.

St. Ben's does not have any new construction that meets this requirement. To get one point all of the new construction must meet any level LEED certification criteria. Two points involves meeting LEED silver certification criteria, three points LEED gold, etc.

St. Ben's does, however, have a new policy that states any new construction must be LEED silver or higher. In the future, if this policy is followed, St. Ben's will receive two points.

### OP Credit 2: Building Operations and Maintenance – 0/5

For this credit a certain percentage of an institution's buildings must meet the LEED for Existing Building (LEED-EB) certification criteria. Five total points are possible for this credit and the AASHE STARS manual outlines the scoring criteria.

- 1 pt: Any portion of the institution's buildings are LEED-EB certified (at any level).
- 2 pts: At least 10 percent of the institution's building square footage is LEED-EB certified (at any level) and at least another 40 percent of the institution's building square footage meets the criteria for LEED-EB certification (at any level).
- 3 pts: At least 15 percent of the institution's building square footage is certified LEED-EB Silver or higher and at least another 60 percent of the institution's building square footage meets the criteria for LEED-EB Silver or higher certification.
- 4 pts: At least 20 percent of the institution's building square footage is certified LEED-EB at the Gold level or higher and at least another 70 percent of the institution's building square footage meets the criteria for LEED-EB Gold or higher certification.

- 5 pts: At least 20 percent of the institution’s building square footage is LEED-EB Platinum certified, and at least another 75 percent of the institution’s building square footage meets the criteria for LEED-EB Platinum certification.

**Recommendation:** St. Ben’s does not get any points because it has never evaluated existing buildings to see if they meet the certification criteria. An evaluation could be done to see where the buildings at St. Ben’s stand according to the LEED for existing buildings. Criteria for LEED-EB can be found at <http://www.usgbc.org>.

**OP Credit 3: Potable Non-Irrigation Water Consumption Reduction – 0/3**

This credit is out of three points. It recognizes those institutions that have been able to reduce their water usage. For one point the institution must have reduced their potable, non-irrigation water consumption per square foot of building space by at least 10 percent, for two points a reduction of at least 25 percent, and for three points a reduction of at least 50 percent. The reduction is measured against the base year of AY 2000-2001.

**Recommendation:** St. Ben’s potable non-irrigation water consumption has increased in 2007-2008 compared to 2000-2001. The school will have to become more efficient water users if it wants to get points in the future.

**OP Credit 4: Green Cleaning Services – 0/1**

This credit requires the institution’s in-house or contracted cleaning service be Green Seal certified or meet the certification requirements for the Green Seal Environmental Standard for Cleaning Services (GS-42). Information about this certification and its requirements can be found at [http://www.greenseal.org/certification/cleaning\\_services\\_gs\\_42.pdf](http://www.greenseal.org/certification/cleaning_services_gs_42.pdf).

Green Seal is a non-profit organization that develops science based certification requirements on numerous products. The certification process recognizes those products that reduce toxic pollution and waste, minimize ozone depletion, conserve resources, and minimize other harmful environmental effects.

St. Ben’s does not get this point but could benefit from looking into greening up its cleaning services. Many cleaning products are toxic and hazardous and easily replaced with greener, safer alternatives.

**OP Credit 5: Local Foods – 0/3**

This credit is out of a possibility of three points. For one point 5 percent of the institutions food expenditure must go toward locally grown food, two points require 20 percent be spent on locally grown food, and for three points 50 percent of the food expenditures must be spent on locally grown food. Locally grown food is defined as food grown and processed within 150 miles of the institution. Locally grown food is important in becoming sustainable. Buying locally grown foods cut back on transportation, helps local farmers, and supports the local economy.

St. Ben’s does buy some local food but finding an exact number is difficult. Because summer is the major growing season, getting fresh, locally grown food during the school year is a hit or miss. Sysco, a food supplier for St. Ben’s, does have a policy to buy local foods in season. However, it would be more effective if St. Ben’s had its own policy for buying locally grown and manufactured foods.

**Recommendation:** St. John’s University Dining Services has a Sustainability Vision that states buying fresh, locally manufactured and grown food is a priority. St. Ben’s could adopt a similar policy so buying locally is a priority.

**OP Credit 6: Food Alliance and Organic Certified Food – 0/3**

This credit has a possibility of three points. For an institution to get one point 5 percent of food expenditures must go towards Food Alliance and/or organic certified products. To get two points 20 percent must go towards Food Alliance and/or organic certified products, three points requires 50 percent of expenditures. Any food that is made up of 70 percent organic ingredients is considered organic. Foods in vending machines or concessions do not count.

Organic food certification is run by the USDA. They set restrictions on which pesticide and herbicide usage, the types of seeds used, and livestock practices are allowed. Organic farmers must also practice crop rotation and implement practices that conserve soil.

Food Alliance is overseen by a nonprofit organization. They require safe and fair working conditions, no use of hormones, antibiotics, or genetically modified crops. They must protect the soil and wildlife, conserve water and energy, reduce and recycle waste and many more standards. Sysco also has a policy that includes buying Food Alliance. To learn more about Food Alliance visit [www.foodalliance.org](http://www.foodalliance.org).

**Recommendation:** In order for St. Ben's to get points for this credit it would have to spend more money on Food Alliance and/or organic certified food. Although Sysco has a policy to buy Food Alliance food products, again, it would be more effective if St. Ben's adopted its own policy for organic/Food Alliance certified food.

#### **OP Credit 7: Fair Trade Certified Coffee – 0/1**

For this credit all of the coffee purchased by the institution must be Fair Trade Certified. Convenience stores, concessions, and vending machines are not included. Fair Trade Certification is conducted by third-party organizations. It is based on fair prices and working conditions in less developed countries. Fair Trade encourages community development and collaboration between farmers.

**Recommendation:** St. Ben's does not exclusively buy Fair Trade certified coffee. Companies such as Equal Exchange, Global Exchange, and Café Campesino sell 100 percent Fair Trade products. The Global Exchange website (<http://www.globalexchange.org>) has a list of over 20 companies that sell Fair Trade coffee.

#### **OP Credit 8: Reduction in Energy Intensity – 0/3**

This credit is out of a possible 3 points. This credit will measure the reduction in energy consumption per gross square foot of conditioned building space. For one point the institution must have made an energy intensity reduction of up to two percent, for two points a reduction of more than two percent, and for three points a reduction of more than 4 percent.

**Recommendations:** St. Ben's has not reduced its energy intensity by any measureable amount. To get a point it would have to reduce its energy consumption by at least 2 percent. It needs to become more efficient with its energy consumption.

#### **OP Credit 9: Renewable Energy – 0/5**

This credit is out of a possible 5 points. The AASHE STARS manual outlines the point distribution:

- 1 pt: More than 5 percent of electricity consumed is from institution-catalyzed\* renewable energy sources, or the environmental attributes of more than 15 percent was purchased in the form of RECs and other similar renewable energy products.
- 2 pts: More than 15 percent of electricity consumed is from institution-catalyzed\* renewable energy sources, or 100 percent was purchased in the form of RECs and other similar renewable energy products.

- 3 pts: More than 35 percent of electricity consumed is from institution-catalyzed\* renewable energy sources.
- 4 pts: More than 65 percent of electricity consumed is from institution-catalyzed\* renewable energy sources.
- 5 pts: 100 percent of electricity consumed is from institution-catalyzed\* renewable energy sources.

\*“Institution-catalyzed renewable energy sources” refers to on-site sources as well as off-site renewable energy sources developed for the institution and for which the institution holds the rights to the associated emissions reductions. An institution may not apply electricity generated toward this credit if it sold RECs for the same electricity. Likewise, if the on-site renewable energy generating devices are owned and maintained by another party, the institution must have contractual rights to the associated emissions reductions for the electricity to count towards achieving this credit.

Renewable Energy Certificates (RECs) are one option for getting this credit with electricity from off-site sources. RECs are widely available and are created when a new renewable energy facility begins producing and the environmental benefits are sold to REC buyer. Some utility companies give their customers the option of buying some or all of their electricity from renewable sources, is another option.

**Recommendation:** In the 2007 fiscal year, St. Ben’s consumed 11,641,692 kWh of electricity. To get one point for this credit at least five percent of that number would have to come from renewable energy, five percent that is 582,084.6 kWh.

#### **OP Credit 10: On-Site Combustion with Renewable Fuel – 0/3**

This credit is out of a possible three points. For one point the institution must derive 15 percent of its on-site combustion for heating and cooling from renewable sources, two points requires more than 50 and three points requires 100 percent.

Using renewable resources, such as biomass, for on-site combustion is a much cleaner alternative to fossil fuels by reducing the amount of greenhouse gas emissions. Biomass does not have to be transported as far as fossil fuels because it can be grown and obtained locally. This cuts down on transportation and the pollution it creates.

**Recommendation:** St. Ben’s does not get any points because it uses oil. Using any amount of renewable fuel for on-site combustion for heating and cooling would be an improvement.

#### **OP Credit 11: Greenhouse Gas Emissions Reduction – 0/5**

This credit recognizes the institutions that have reduced their Scope 1 and Scope 2 greenhouse gas emissions. Scope 1 refers to direct GHG emissions produced on the campus such as on-site fuel combustion. Scope 2 refers to GHG emissions produced off-site in the production of energy the institution purchases. The AASHE STARS manual outlines the scoring:

- 1 pt: Institution reduced GHG emissions by at least 5 percent, or purchased carbon offsets to achieve a net reduction of at least 50 percent.
- 2 pts: Institution reduced GHG emissions by at least 20 percent, or purchased carbon offsets to achieve a net reduction of 100 percent.
- 3 pts: Institution reduced GHG emissions by at least 40 percent.

- 4 pts: Institution reduced GHG emissions by at least 65 percent.
- 5 pts: Institution reduced GHG emissions by 100 percent (carbon neutrality), with carbon offsets comprising no more than 15 percent of the reduction

St. Ben's does not get this point because it has actually increased its greenhouse gas emissions. In the 2006 fiscal year (the base year used in this calculation) St. Ben's emitted 14,880 metric tons of carbon dioxide equivalent emissions (eCO<sub>2</sub>). The 2007 fiscal year saw that number jump to 17,881 eCO<sub>2</sub>.

**Recommendation:** To get a point on this, or at least stop the increase in emissions, St. Ben's would have to begin reducing its Scope 1 and Scope 2 GHG emissions. The school's dedication to the President's Climate Commitment will require that emissions decrease. If St. Ben's continues to follow the PCC, in future years more than one point should become attainable.

### **OP Credit 12: Organic Campus – 0/1**

For this point an institution must only use USDA certified organic pesticides and fertilizers. Chemical fertilizers and pesticides have been known to be harmful to those who come into contact with them especially the grounds crew and those sensitive to chemicals. They also can harm wildlife and contaminate water habitat. This credit is encouraging use of safe, organic alternatives.

**Recommendation:** St. Ben's does not use organic fertilizers or pesticides on campus. Organic fertilizers and pesticides may be more expensive but in the long run are much better for humans, animals, and the environment. Sustane (<http://www.sustane.com/home.htm>) and Renaissance Fertilizers, Inc (<http://www.organicfertilizer.com/>) are a couple of local vendors that specialize in organic fertilizers.

### **OP Credit 13: Non-Potable Water Usage for Irrigation – 2/2**

This credit is out of a possible two points. For one point an institution has to meet 50 percent of its irrigation needs with non-potable water, and for two points 100 percent of irrigation needs must be met with non-potable water.

St. Ben's uses well water for all of its irrigation needs and this version of STARS considers that non-potable and therefore receives two points.

**Recommendation:** In future versions of STARS well water may not count for this credit. Better alternatives to using well water for irrigation would be to use reclaimed water, harvested rain water, or grey water.

### **OP Credit 14: Waste Minimization – 0/1**

For this credit, an institution must show a three year downward trend in waste generated per capita. Waste includes all materials recycled, composted, and disposed of as trash except construction and demolition waste. Total waste is measured in weight.

**Recommendation:** St. Ben's only has the previous year's numbers for waste. To improve on this credit the first thing would be to keep a record of the amount of waste (land-filled and incinerated as well as recycled and composted waste) that gets thrown out each year and work to reduce that number in the next years.

### **OP Credit 15: Waste Diversion – 0/3**

This credit is out of a possible three points. One point is earned if the institution achieves a 15 percent diversion rate, two points if 30 percent is achieved, and 3 points if 50 percent is achieved. Landfill diversion is calculated



by dividing the weight of materials diverted from the landfill by that sent to the landfill. Materials that can be diverted are those that can be recycled, composted, donated, re-sold or reused.

St. Ben's does not keep very good records on the amount of waste that is generated and picked up from campus. A rough estimate using the size of the waste equipment and frequency of pick up was calculated. This came out to be about 1538.798 tons a year.

**Recommendation:** St. Ben's does not keep records of the amount of waste that is picked up. To improve on this, better records will need to be kept. Also, generating less waste in general will help improve the institution's sustainability.

#### **OP Credit 16: Construction and Demolition Waste Diversion – 0/1**

For this credit an institution must divert 75 percent of all its construction and demolition waste from the landfill or incinerator. Construction and demolition waste is a major source of waste that is outside of an institution's main waste stream. Much of the waste from construction and demolition can be donated, reused, or recycled.

**Recommendation:** St. Ben's could get this point if, in future construction and demolition projects, it recycles or donates at least 75 percent of the waste. Although this credit is only out of one point, the more waste that can be diverted from a landfill or incinerator, the better.

#### **OP Credit 17: Electronic Waste Recycling Program – 1/1**

This credit requires an institution have an electronic waste recycling or reuse program. The program collects all institution owned electronic waste and, at least once a year, student electronic waste. Many components of e-waste are either toxic and need to be handled and disposed of properly or can be recycled and reused.

St. Ben's does have an electronic waste recycling program. Karla Lauer, director of tech support service, is the contact person for this credit.

#### **OP Credit 18: Hazardous Waste Minimization – 1/1**

For the point on this credit an institution must track and safely dispose of all its hazardous, universal, and non-regulated chemical waste.

St. Ben's does have a hazardous waste removal system. Ganard Orionzi, the director of CSB/SJU Environmental Health and Safety, is the contact person for this credit. He keeps track of all the hazardous waste storage and disposal.

#### **OP Credit 19: ENERGY STAR Purchasing – 1/1**

For this credit an institution must purchase ENERGY STAR appliances or their equivalent when available. The ENERGY STAR program is run by the U.S. Environmental Protection Agency and the U.S. Department of Energy and is a standard for energy efficiency. ENERGY STAR appliances use 25-50 percent less energy than traditional products and the products usually have longer lives and decreased maintenance costs. ENERGY STAR website: [www.energystar.gov](http://www.energystar.gov).

St. Ben's receives this point because it does have a policy that states it will purchase ENERGY STAR appliances when available.

#### **OP Credit 20: EPEAT Purchasing – 0/1**

For this credit an institution purchases EPEAT certified electronics or their equivalent. Electronic Product Environmental Assessment Tool (EPEAT) is a relatively new “system to help purchasers in the public and private sectors evaluate, compare and select desktop computers, notebooks and monitors based on their environmental attributes” ([www.epeat.net](http://www.epeat.net)). EPEAT was created by the Zero Waste Alliance with a grant from the U.S. EPA. It takes into account all variables from energy efficiency to project longevity to packaging characteristics when evaluating the product.

**Recommendation:** St. Ben’s does not have a policy that encourages EPEAT purchasing. Because St. Ben’s has so many computers on campus it would seem worthwhile to look into purchasing EPEAT products in the future. Electronic waste is a big environmental hazard and this could cut down on much of that.

### **OP Credit 21: Purchasing Green Cleaning Products – 0/1**

This credit requires that an institution purchase cleaning products that are certified as outlined by the AASHE STARS manual:

#### **For cleaning products**

- Green Seal GS-37 Environmental Standard for General-Purpose, Bathroom, Glass, and Carpet Cleaners Used for Industrial and Institutional Purposes
- Environmental Choice CCD-110 for Cleaning and De-greasing Compounds
- Environmental Choice CCD-146 for Hard Surface Cleaners
- Environmental Choice CCD-148 for Carpet and Upholstery Cleaners

#### **For disinfectants, metal polish, floor finishes, strippers, and other products not covered by the standards outlined above**

- Green Seal GS-40 Environmental Standard for Industrial and Institutional Floor-Care
- Environmental Choice CCD-112 for Biological Digestion Additives for Cleaning and Odor Control
- Environmental Choice CCD-113 for Drain and/or Grease Trap Additives
- Environmental Choice CCD-115 for Odor Control Additives
- Environmental Choice CCD-147 for Floor Care Products

Green Seal certification was developed by a non-profit organization that develops certification criteria for specific products. More information can be found at [www.greenseal.org](http://www.greenseal.org). Eco Choice is run by EcoLogo, an environmental certification launched by the Canadian government in 1988 ([www.ecologo.org](http://www.ecologo.org)).

**Recommendation:** St. Ben’s does not have a policy to buy Green Seal Certified products. Many tradition cleaning products are harmful chemicals that can be dangerous to those who use them or are sensitive to chemicals. For the safety of those who use these chemicals daily, it may be useful to look into greener cleaning products.

### **OP Credit 22: Environmentally Preferable Paper Purchasing – 0/1**

According to the AASHE STARS manual, to get this point the institution must purchase or have “a policy to purchase only environmentally preferable copy paper and bathroom paper products. For this credit, environmentally preferable paper meets **one** of the following criteria.

- 100 percent post-consumer recycled content and processed chlorine free or
- Certified by the Forest Stewardship Council (FSC) and total chlorine free or
- 100 percent tree-free material or

- Any combination of the above such that 100 percent of the paper is comprised of environmentally preferable materials.”

**Recommendation:** St. Ben’s does not have a preferable purchasing policy and would need to adopt one in order to get this point. Conservatree (<http://www.conservatree.org/>) and Sustainable Procurement of Wood and Paper Based Products (<http://www.sustainableforestprods.org/>) are good guides to buying environmentally preferable paper. The EPA website includes a list of vendors of environmentally preferable paper products (<http://yosemite1.epa.gov/oppt/epstand2.nsf/Pages/DisplayAisle.html?Open&Office%20Store&Paper%20Products&Type=4>).

### **OP Credit 23: Environmentally Preferable Furniture Purchasing – 0/1**

According to the AASHE STARS manual, to get points for this credit “at least 50 percent of institution’s furniture expenditures go towards products that meet **at least one** of the following criteria:

- Product contains at least 10 percent post-consumer or 20 percent post-industrial material, or
- Product contains at least 70 percent of salvaged materials, or
- Product contains at least 50 percent rapidly renewable material, or
- Product contains at least 50 percent Forest Stewardship Council (FSC)-certified wood, or
- Product contains at least 50 percent material harvested/extracted and processed within 500 miles of the institution”

**Recommendation:** St. Ben’s does not have a preferable furniture purchasing policy. St. Ben’s would need to start monitoring the purchasing furniture and try to meet one of the above criteria in order to receive a point. The EPA has a list of vendors that offer environmentally preferable furniture (<http://yosemite1.epa.gov/oppt/epstand2.nsf/Pages/DisplayAisle.html?Open&Furniture/Appliances%20Store&Furnishing&Type=4>).

### **OP Credit 24: Vendor Code of Conduct – 0/1**

To get this credit the institution must have a vendor code of conduct. This code of conduct sets expectations on social and environmental responsibility of the vendor with whom the institution is doing business.

**Recommendation:** St. Ben’s would have to adopt a vendor code of conduct and act upon it in order to receive points for this credit. Kent University has a Vendor Code of Conduct (<http://www.kent.edu/universitycounsel/fairworking.cfm>) that basically states its vendors have a social responsibility to conduct business in such a way that protects employees, the environment, and is ethical. Brown University also has a Code of Conduct (<http://www.brown.edu/Administration/Purchasing/procurement/vendor.html>) much like the one at Kent University.

### **OP Credit 25: Fleet Greenhouse Gas Emissions – 0/2**

This credit is out of two possible points. For one point the institution’s motorized fleet must emit 0.5 or fewer pounds of carbon dioxide equivalent per passenger mile traveled. Two points requires zero pounds of carbon dioxide equivalent emitted (carbon neutral fleet). The institution’s fleet includes all vehicles owned by the institution.

**Recommendation:**

### **OP Credit 26: Commute Modal Split – 2/3**

This credit is out of a possible three points. For one point more than 25 percent of an institutions population must used preferable modes of transportation when traveling to and from campus, two points requires more than 50 percent, and three points more than 95 percent. Preferable modes of transportation include walking, bicycling, carpooling, taking public transportation, or using a campus shuttle.

The situation between St. Ben’s and St. John’s requires that most students take a shuttle between campuses to get to class. However, for this credit only the students that live on campus and take classes at St. John’s count. In 2007 73.5 percent of St. Ben’s students lived on campus and it is safe to assume most took the Link to get to classes on St. John’s. Yet, it is not entirely clear how many students that live on campus take the Link or their vehicle. Also, this credit includes faculty and staff that work at St. Ben’s. Even so, estimating that more than 50 percent of the institutions population uses preferable modes of transportation to get to work or class seems reasonable.

As long as this situation continues, and STARS does not change the requirements for this credit, St. Ben’s should continue to get at least two points. With the adoption of the policy that will require students to live on campus all four years, three points may be possible.

**OP Credit 27: Commuter Options – 0/1**

To get this point an institution must meet the requirements for being recognized by the Best Workplaces for Commuters program (<http://www.bestworkplaces.org>). This credit recognizes those institutions that encourage employees to find alternative modes of transportation to and from work.

**Recommendation:** St. Ben’s does not meet these requirements. Tools such as transit subsidies, bicycle facilities, awards programs, and parking incentive for carpoolers could encourage employees to take alternative modes of transportation.

**OP Credit 28: Air Travel – 0/1**

It is important for an institution to keep a record of the green house gas emissions from its air travel. Air travel contributes a large amount of green house gases but is often times excluded from green house gas inventories because of the difficulty in collecting the data and calculating the actual amount of emissions. However, air travel is difficult if not impossible to avoid.

**Recommendation:** St. Ben’s does not keep track of the green house gas emissions from air travel, yet. It would not be difficult to require that all the air travel funded by the institution must record the miles traveled. Green house gas emissions can easily be calculated when the number of miles traveled is known. From there, St. Ben’s can go about finding ways to offset the emissions.

**Tier Two Credits**

	<b>Yes or no</b>
1. Institution uses vegetated/green and/or reflective/high albedo roofs	N
2. Institution uses water conservation devices, such as waterless urinals, dual flush toilets, low-flow showerheads, and faucet aerators.	N
3. Institution has systems in place to detect and repair water leaks	N
4. Institution implements strategies to reduce light pollution	N
5. Institution uses front-loading washing machines	Y
6. Institution uses timers to regulate temperatures based on occupancy hours	Y
7. Institution uses motion, infrared, and/or light sensors to reduce energy use for lighting.	Y
8. Institution uses LED lighting	Y

9. Institution has installed vending machine motion sensors	N
10. Institution has engaged in energy –related performance contracting	N
11. Institution uses more efficient fume hoods	N
12. Institution has a centralized energy management system	
13. Institution uses geothermal energy	N
14. Institution uses integrated pest management	N
15. Institution landscapes with native plant species	N
16. Institution protects, restores, and/or creates habitat on campus	N
17. Institution inventories and maps all campus trees and other landscape assets	N
18. Institution uses pervious paving	N
19. Institution has bioswales, rain gardens, or other vegetated areas designed to filter stormwater runoff	N
20. Institution follows best management practices for snow and ice removal	Y
21. Institution has a pre-consumer food waste composting program	Y
22. Institution has a post-consumer food waste composting	Y
23. Institution composts yard waste	Y
24. Institution has a surplus department or office supplies exchange that facilitates reuse of materials	N
25. Campus dining operations offer discounts for reusable mugs	N
26. Institution has replaced paper materials, such as course catalogs, registration, and directories, with online alternatives	Y
27. Institution limits free printing in computer labs and libraries	Y
28. Campus dining operations uses bulk condiment dispensers and decreased packaging for to-go food service purchases	Y
29. Institution has a program to reuse chemicals	N

## **Administration and Finance Credits**

### **AF Prerequisite 1: Sustainability Committee**

Having a sustainability committee, like many other things, shows the institution is committed to sustainability. The committee helps in making decisions and implementing programs or policies on sustainability.

The sustainability committee must meet at least once a semester or term and have multi-stakeholder representation, meaning it should be made up of students, staff, faculty, and any other interested party. The committee advises and implements programs relating to sustainability and the institution. It can be either an informal group or one that is appointed by the administration. St. Ben's easily met this requirement by having a sustainability committee.

### **AF Credit 1: Investment Transparency – 0/1**

To receive this point an institution must make a “snapshot of its investment pool and proxy voting records (including abstentions) publicly available on the Internet” and this has to be updated at least annually. STARS uses the National Association of College and University Business Officers definition of “investment pool”: “the predominant asset pool or grouping of assets that is organized primarily to support the institution and reflect its investment policies.” Making the institutions investment pool and proxy voting public promotes discussion on whether or not the schools investments promote sustainability or not.

**Recommendation:** At the moment St. Ben's does not make public its investment pool or proxy voting. To improve on this credit, it will need to make this information public. Creating a website that shows this, and updating it annually, should not be difficult.

### **AF Credit 2: Committee on Investor Responsibility – 0/1**

This credit is worth one point and in order to get it the institution must create a body that makes recommendations to the board of Trustees of responsible investment opportunities. This allows a dialogue to be established on investment decisions.

**Recommendation:** St. Ben's already has a policy on socially responsible investing. However, this should also include a policy on sustainable investing. This credit requires the committee to have multi-stakeholder representation, meaning it must include faculty, students, staff, and any other interested party.

### **AF Credit 3: Screening for Negative Investments – 0/1**

To earn this point an institution must conduct screenings of its investment pool. This includes prohibiting investments in certain industries (the tobacco industry for example) and participating in divestment efforts. This also includes getting rid of all affected direct holdings and writing a letter to fund managers encouraging them to do the same.

**Recommendation:** St. Ben’s at the moment does not screen for negative investments. To improve and get points for this credit in the future, the school needs to begin doing this. It must be aware of all the companies and industries it invests in and make sure they are not investing in unsustainable industries and companies.

**AF Credit 4: Positive Sustainability Investments – 0/4**

This credit has a possibility of four points. Each point is based on the percentage of the institutions investment pool that is invested to advance sustainability. In order to get at least one point the institution has to have up to 5 percent of the institution’s investment pool invested positively to advance sustainability. Sustainability industries, businesses with exemplary sustainability performance, a sustainability investment fund, or a social responsible mutual fund with positive screens are examples in which the institution can invest.

To get one point St. Ben’s would have to have 5 percent of its investment pool invested in sustainable companies or in such a way to advance sustainability; to get two points, between 5 and 15 percent must be invested in this way; three points, between 15 and 30 percent; and to get all four points more than 30 percent has to be invested to advance sustainability.

**Recommendation:** St. Ben’s has a strong commitment to sustainability. Therefore, investing in sustainable industries and companies should not be difficult to accomplish.

**AF Credit 5: Shareholder Engagement – 0/1**

In the last three years the institution must have filed or co-filed shareholders resolutions that address sustainability or sent letters about sustainability and socially responsible investing to companies it invests in. Doing so can make the companies and business more sustainable as well as let the businesses know where the institution stands on social and environmental issues.

**Recommendation:** To get this credit St. Ben’s needs to become a more active shareholder. It must file or co-file a shareholder resolution the addresses sustainability and socially responsible investing to the companies it invests in.

**AF Credit 6: Strategic Plan – 0/1**

To obtain this point sustainability must be in the institution’s strategic plan at a high level. An amendment to the original strategic plan may count as long as it is always presented with the original. Strategic plans act as a guide to running an institution. It guides the budgeting and policy making. Having sustainability at a high level in the strategic plan shows the institution is dedicated to sustainability.

**Recommendation:** St. Ben’s does not have this point but could easily get it by making an amendment to the strategic plan that states sustainability is a priority on campus and that the institution is working to become more sustainable.

**AF Credit 7: Master Plan – 1/1**

For this credit the institution’s master plan must include sustainability at a high level. An amendment to the original document may count for this credit. The master plan shapes the development and maintenance of the physical campus. Incorporating sustainability into the master plan will ensure sustainability will make its way into decisions about the facilities.

According to the St. Ben’s campus plan “this master plan reflects not only projected needs for future facilities but our intention to design and maintain those facilities in keeping with our core values. Decisions incorporated

within or based upon the plan will thus reflect our best attempts to reduce the environmental impacts of building construction and operation while minimizing the loss of green space and other encroachments on the local environment.”

#### **AF Credit 8: Sustainability Plan – 0/1**

Developing a sustainability plan is a huge step for an institution in becoming 100 percent sustainable. A sustainability plan can act as a road map for the institution to follow when deciding how to become more sustainable. For this credit the plan does not need to be formally adopted but a formal plan shows the institution’s commitment to sustainability more so than an informal plan.

**Recommendation:** In the near future St. Ben’s will have a sustainability plan. St. Ben’s commitment to the President’s Climate Commitment requires that it create a sustainability plan. This plan must include a target date for completing carbon neutrality, a list of goals and targets to reach, and mechanisms for tracking progress. As long as St. Ben’s continues with the PCC and follows the sustainability plan that is soon to be created, it will get this point in the future.

#### **AF Credit 9: Climate Plan – 1/1**

This credit recognizes those institutions that have adopted a plan to mitigate its greenhouse gas emissions. This plan has timeframes and target dates to achieve goals. The ACUPCC and other climate plans are recognized by this credit.

St. Ben’s pledge to the American College and University Presidents Climate Commitment (ACUPCC) has qualified it for this credit. The ACUPCC has an outline of a climate plan the college must abide by and can be found here: <http://www.presidentsclimatecommitment.org/pdf/commitment.pdf>. The specific dates, timeframes, and specific goals are up to St. Ben’s.

#### **AF Credit 10: Sustainability Officer – 1/3**

This credit is out of a possible three points. One point requires an institution to have any percentage of a staff member’s time dedicated to sustainability projects; if an institution has a full time paid sustainability officer they get three points; and in order to get three points an institution must have a full time paid sustainability officer who has both academic and operational purview and reports directly to the institution’s president.

**Recommendation:** St. Ben’s gets one point for this credit. In this case the sustainability officer is Derek Larson because some of his time is dedicated to sustainability projects. To better improve the points on this credit, a full-time sustainability officer would have to be hired. For all three points the sustainability officer would report directly to the president.

#### **AF Credit 11: Sustainability Recognition Program – 0/1**

To get points for this credit an institution must have an awards program that recognizes sustainability. The award can be given to a department, residence hall, building, or any other part of campus. The winner must be publicized and the award must be presented at least annually.

Smith College has a good example of such a program. The Community Service and Sustainability Recognition Program began in the fall of 2005. Each housing community participates in community service projects and sustainability related projects both on and off campus. At the end of the year each house community puts together a portfolio which a group of faculty and staff will judge. The winner receives a monetary reward to give



to a cause of their choice and they are recognized at the reception at the end of the year and the Convocation at the beginning of the next year.

Smith College Community Service and Sustainability Recognition Program Website:

<http://www.smith.edu/sao/reslife/hcsp.php>

**Recommendation:** CSB/SJU could adopt a sustainability recognition program that recognizes the department or residence hall that throughout the year has demonstrated to be the most sustainable. A group of faculty, staff, and students could then decide at the end of the year that proved to be the most sustainable.

### **AF Credit 12: Inter-Campus Collaboration on Sustainability – 1/1**

For an institution to get this point it must collaborate with other colleges or universities to help promote sustainability. Through this colleges and universities can share their experience, expertise, and lessons with other colleges and universities thus building a stronger commitment to sustainability.

Because St. Ben's partners with St. John's on many sustainability issues, it was not difficult to get this point. The two campuses share sustainability outreach programs and collaborate with each other on sustainability projects.

### **AF Credit 13: Community Service Infrastructure – 1/1**

An institution must have a permanent community service coordinator and office that facilitates involvement community service to receive this point. Community service is important in the continuing development of sustainability in a campus community. Volunteering in anything from helping the elderly to removing invasive species teaches students about the sustainability issues throughout a community and teaches the students in real-life problem solving.

St. Ben's has a couple of programs that could work for this credit. Campus Ministry and The Liemandt Family Service-Learning Program both oversee students' participation in community service. For this credit The Liemandt Family Service-Learning Program was used.

### **AF Credit 14: Student Participation in Community Service – 2/3**

Three points are possible for this credit. The points are determined by the percentage of students that participate in community service activities. To earn one point between 25-50 percent of the students must participate, for two points 50-90 percent, and over 90 points gets three points.

St. Ben's does not have a great method to follow who does community service. St. Ben's gets two points because, according to the most recent senior survey, 77 percent of CSB students did community service. Assuming that number is about the same for the juniors and underclassmen, St. Ben's easily got the two points.

**Recommendation:** Having documentation on who participates in community service, and not just service learning, each year would help in tracking the progress of this credit.

### **AF Credit 15: Student Hours Contributed in Community Service – 1/3**

This credit is out of three total points. The number of points is based on the number of hours of community service per full-time student. The scoring is as follows: 1 point, 1-5 hours of community service per full-time student; 2 points, 5-10 hours; and 3 points, over 10 hours.

A total of 477 CSB/SJU students participated in service learning for a total of 10,066 hours. That comes out to a little over 2.5 hours per full-time student (the number of full-time students being around 4000). It is quite

possible that the number of hours per full-time student is much higher. However, service learning is the only department that keeps records of the number of hours completed.

**Recommendation:** To improve on this St. Ben's could require all community service activities organized through the school to document the total number of hours.

#### **AF Credit 16: Financial Incentives for Public Service Careers – N/A**

St. Ben's does not have JD or MBA programs making this credit not applicable to St. Ben's

#### **AF Credit 17: Outreach & Partnerships Carnegie Designation – 0/1**

According to the Carnegie Foundation for the Advancement of Teaching's website, the "Outreach & Partnerships" Designation is part of the Community Engagement Elective Classification and "includes institutions that provided compelling evidence of one or both of two approaches to community engagement. *Outreach* focuses on the application and provision of institutional resources for community use with benefits to both campus and community. *Partnerships* focuses on collaborative interactions with community and related scholarship for the mutually beneficial exchange, exploration, and application of knowledge, information, and resources (research, capacity building, economic development, etc.)." (<http://www.carnegiefoundation.org/classifications/index.asp?key=1213>)

**Recommendation:** St. Ben's does not at this time qualify for this credit. To earn this point in the future it should look into what the criteria is for the "Outreach & Partnership" Elective Classification. By the description given above, earning this point should not be difficult.

#### **AF Credit 18: Public Policy Engagement – 0/1**

For this credit an institution must support and advocate for local, state, and federal policies that support campus sustainability. Because of the important role many colleges and universities play in the wider community, they can be a powerful voice for advancing sustainability.

**Recommendation:** In order for St. Ben's to receive this point it must become more active in supporting public policies that support sustainability.

#### **AF Credit 19: Diversity Committee – 1/1**

An institution must have a committee made up of students, staff, and faculty that meet at least once a semester and it advises on and implements programs regarding diversity on campus. This committee is important for dealing with diversity issues on campus.

At St. Ben's the Intercultural Directions Council is considered the diversity committee. It is made up of students, faculty, and staff. Its main purpose is "to empower, facilitate, assess and provide data, resources and feedback to the CSB/SJU communities so as to enhance intercultural competence." As long as this committee continues, St. Ben's will continue to earn the point for this credit.

#### **AF Credit 20: Diversity Officer – 0/1**

This credit rewards the institution that has a diversity officer that reports directly to the president or provost and has the responsibility to direct diversity initiatives. Having an officer that reports directly to a high-ranking administrator shows the institution is dedicated to diversity on campus.

**Recommendation:** St. Ben's does not at the moment have an institutional diversity officer. Dr. Miguel Diaz and Marry Geller are co-chairs of the Intercultural Directions Council but do not qualify as diversity officers. For a school the size of St. Ben's the diversity officer would have to be at least 0.5 full time equivalent.

#### **AF Credit 21: Non-Discrimination Policy – 1/1**

For this credit an institution must have a non-discrimination policy that prohibits discrimination on any basis (race, gender, religion, disability, sexual orientation, culture, ethnicity, etc.). This credit is to show the institution does not tolerate discrimination of any kind.

St. Ben's has a human rights policy that states "The College of Saint Benedict and the Order of Saint Benedict, Collegeville, are committed to creating and maintaining an environment in which all members of the community are aware of and respect the rights and human dignity of every other member." It promptly investigates allegation of discrimination of any kind and takes the situation very seriously.

#### **AF Credit 22: Diversity Plan – 1/1**

For this credit the institution must have a diversity plan that covers the entire campus. This plan may be part of the strategic plan or a stand alone document. A diversity plan allows the institution to set goals on diversity and it also can be used as a guide map for these goals.

St. Ben's does have a diversity plan.

#### **AF Credit 23: Recruiting or Student Diversity – 1/1**

This credit awards the institutions that work for diversity recruitment.

CSB/SJU does actively work to recruit and increase student diversity. As stated in the 2007-2008 strategic plan, the institution is working to increase diversity to at least 6 percent by 2010. Continuing support of the I-LEAD program and the Intercultural Directions Council and increasing the exposure of CSB/SJU through different public events are a few of the strategies CSB/SJU is working on to achieve this goal.

Contact person: Michael Thorp, Dean of Admissions and Financial Aid

#### **AF Credit 24: Support Programs for Under-represented Groups – 1/1**

For this credit an institution must have in place support programs for under-represented groups. Certain challenges accompany being a member of an under-represented group on campus. Offering a support program for these students can help increase student diversity.

St. Ben's does have support programs. I-LEAD is a fellowship program that helps first generation college students. The program helps through financial aid, personal mentoring and workshops.

I-LEAD website: <http://www.csbsju.edu/admission/finaid/The%20I-LEAD%20Fellowship%20Program.htm>

#### **AF Credit 25: Support Programs for Under-Represented Ph.D. Candidates – 0/1**

For this credit the institution must have a program in place that supports faculty from under-represented groups. Having a diverse faculty will enrich the learning experience of everyone on campus.

**Recommendation:** In order for St. Ben's to receive this point it will have to develop a program that supports faculty from under-represented groups.

### AF Credit 26: Affordability and Access Programs – 1/1

This credit awards the institutions that have programs in place to make school more affordable for low-income families. Higher education is an important step in addressing inequality, but in order to that, higher education has to be affordable to low-income families.

St. Ben's provides financial aid to those who need it. A majority of students apply for and receive financial aid. St. Ben's provides a large amount of work study awards and institutional grants to its students. According to the Institutional Self Study from July 2008, CSB and SJU together committed \$42.5 million in institutional grants and scholarships, representing approximately 43 percent of tuition.

### AF Credit 27: Sustainable Compensation – 0/1

To earn the point on this credit, the institution must periodically evaluate the compensation (wages and benefits) of its employees. The institution must update its wages and benefits policies to ensure the compensation of the lowest paid employee is sufficient to meet their basic needs.

**Recommendation:** St. Ben's has comparable compensation and whether or not that is enough to meet basic needs it difficult to tell. It needs to evaluate the compensation of all its employees to ensure the lowest paid employee is able make their basic needs.

### AF Credit 28: Faculty and Staff Benefits – 2/3

This credit is out of a possible three points. To earn one point all full-time employees receive full health care coverage; to earn two employees with at least .75 full-time receive full coverage; and to earn three points, employees working .5 full-time receive full coverage.

The faculty handbook states employees that work greater than three-sixths time receive fringe benefits, which include full health care coverage. Those who work less than three-sixth time do not receive fringe benefits. Employees working at least .75 full-time receive full health care coverage. Therefore, St. Ben's gets two points for this credit

**Recommendation:** To improve on this credit, St. Ben's would have to give all employees that work .5 full time complete health care coverage.

### AF Credit 29: Graduate Student Employee Benefits – N/A

St. Ben's does not have graduate programs. Received

### AF Credit 30: Parental Leave – 1/1

This credit is simple. An institution gets a point if they allow parental leave to all of its employees, and they do not get a point if they do not do this. St. Ben's allows parental leave and therefore gets the point. The school cannot do much to improve on this. They do more than many institutions already by allowing a paid parental leave.

### AF Credit 31: Domestic Partner Benefits – 0/1

For this credit an institution must provide equal benefits to an employee's same-sex domestic partner as to an employee's spouse.

**Recommendation:** Provide domestic partner benefits.

### AF Credit 32: Employee Satisfaction Survey – 0/1

To get this credit, an institution must conduct an employee satisfaction survey at least once every three years. This survey can be used to determine how successful the institution is as an employer and learn where its weaknesses are so it can work to improve on them.

**Recommendation:** St. Ben’s could easily conduct satisfaction surveys. The surveys can be institution-wide or each department can conduct their own as long as the whole institution is covered.

### AF Credit 33: Independent Monitoring of Logo Apparel – 0/1

This credit recognizes institutions that are a member of an organization, such as the Worker Rights Consortium or the Fair Labor Association, that can monitor and verify that the apparel with the institutions name was produced under fair conditions.

The Workers Rights Consortium consists of colleges and universities and focuses on protecting the rights of workers that sew and make products that are sold in the United States. The Fair Labor Association is comprised of businesses, NGO’s, and higher education institutions and is focused on international labor laws and standards.

**Recommendation:** To get the point for this credit, St. Ben’s would have to become a member of one of these organizations, or another that does the same thing.

Worker Rights Consortium: <http://www.workersrights.org/>

Fair Labor Association: <http://www.fairlabor.org/>

### AF Credit 34: Designated Suppliers Program – 0/1

For this credit the institution must participate in the Worker Rights Consortium’s Designated Suppliers Program (<http://www.workersrights.org/dsp.asp>). The program assures the apparel with the institution’s name is being produced under fair conditions that protect the worker’s rights.

**Recommendation:** St. Ben’s could get this point if it participates in the program. From the website, if an institution wants to affiliate itself with the WRC, “this affiliation is expressed in the form of a letter from the school’s President or Chancellor, or other official designated by the school, to the WRC stating the institution’s decision to affiliate and its recognition of the three obligations of affiliation: maintaining a manufacturing code of conduct, providing the WRC with factory disclosure information and paying affiliation fees. Each college and university also designates a contact person from the administration to serve as the main liaison to the WRC.”

#### **Tier Two Credits**

#### **Yes or no**

- |  |   |
|--|---|
| 1. Institution has a sustainability communications, outreach, or education coordinator | N |
| 2. Institution has a recycling manager   | Y |
| 3. Institution has an energy manager   | N |
| 4. Institution has an alternative transportation coordinator                           | N |
| 5. Institution has a sustainable food procurement coordinator                          | N |
| 6. Institution has a social responsibility and/or environmental justice coordinator    | N |
| 7. Institution has an alumni sustainability fund                                       | N |
| 8. Institution has an alumni sustainability network                                    | N |
| 9. Institution has a student government focused on sustainability (e.g., an            | N |

environmental affairs commissioner)

- |   |   |
|---|---|
| 10. Institution has a payroll deduction option for campus sustainability projects   | N |
| 11. Institution is a signatory to Tallories Declaration   | N |
| 12. Institution has a website describing its practices and efforts  | Y |
| 13. Institution offers gender neutral housing options   | N |
| 14. Institution has an on-site child care facility or partners with a local facility to meet the child care needs of students, faculty, and staff | N |
| 15. Institution has a whistle-blower policy and established method to raise complaints and concerns without fear of reprisal                      | Y |
| 16. Institution offers part-time schedules and job share arrangements   | N |