



## APPENDICES & Bibliography

# Campus Sustainability: Cultivating Healthy, Resilient Communities

### 1 Terms of Reference for Campus Sustainability Council & Working Groups

#### 1.1 Campus Sustainability Council

##### COMPOSITION

**Chair:** Senior Advisor Research & Sustainability

##### Members:

**Student representatives** appointed by their respective organizations according to procedures decided by the organizations themselves, for terms of one year, or until such organizations should cease to exist:

- Up to 6 students representing student groups and organizations with mandates that relate to the University's sustainability efforts, including one executive from the UWSA

**Faculty representatives** appointed by the VP Academic, (or his/her designate), in collaboration with the Deans of Academic Departments, and comprised of individuals with interest, commitment and expertise appropriate to the purpose of the Campus Sustainability Council. Faculty representatives will also serve on the Academic Working Group. Appointments will be for one year terms and can be renewed by mutual agreement.

- Up to 6 faculty representatives

**Administration and support staff representatives** named by the VP, Human Resources, Audit & Sustainability, (or his/her designate) in any number and selected from positions with substantial responsibility for the implementation of sustainability initiatives at the University.

##### MEETING FREQUENCY

Meet *at least* 3 times per year (October, February, June)





## ROLE

- Provide broad multi-stakeholder oversight to the University's sustainability efforts, serving as a venue for ongoing coordination, monitoring, and action planning;
- Assist in coordinating and advising on governance and planning issues related to campus sustainability, including policy reviews, strategic planning, climate action planning, benchmarking, consultation, and research activities;
- Provide a forum for coordination across University departments;
- Campus Sustainability Council members collaborate and consult with their respective departments and/or constituencies as appropriate to further the targets set in the UWinnipeg Sustainability Strategy.

## 1.2 Academic Working Group

### COMPOSITION

**Chair:** A faculty member selected by the Working Group

### Members:

**Student representatives** with interest, commitment and experience appropriate to the purpose of the Academic Working Group can be appointed for terms of one year by the Deputy Provost and Associate VP Academic (or her/his designate)

- Up to 3 student representatives

**Faculty representatives** appointed by the VP Academic (or his/her designate), in collaboration with the Deans of Academic Departments, and comprised of individuals with interest, commitment and expertise appropriate to the purpose of the Campus Sustainability Council. Appointments will be for one year terms and can be renewed by mutual agreement. At least one staff member from the Campus Sustainability Office will provide ongoing coordination and secretarial support to the committee.

- Up to 6 faculty representatives

### MEETING FREQUENCY

Meet *at least* 3 times per year (September, January, April)

## ROLE

- Support the implementation of academic elements of the UWinnipeg Sustainability Strategy by serving as a venue for identifying implementation plans and developing specific projects;
- Provide a forum for coordination of academic elements of the UWinnipeg Sustainability Strategy across University departments;





- Academic Working Group members collaborate and consult with their respective departments, deans, and/or constituencies as appropriate to further the targets set in the UWinnipeg Sustainability Strategy.

### 1.3 Facilities & Operations Working Group

#### COMPOSITION

**Chair:** Executive Director of Facilities, or her/his designate

#### Members:

**Student representatives** with interest, commitment and experience appropriate to the purpose of the Facilities & Operations Working Group can be appointed for terms of one year by the Deputy Provost and Associate VP Academic or her/his designate.

- Up to 3 student representatives

**Administration and support staff representatives** named by the VP, Finance & Administration, (or his/her designate) in any number and selected from positions with substantial responsibility for the implementation of sustainability initiatives at the University. At least one staff member from the Campus Sustainability Office will provide ongoing coordination and secretarial support to the committee.

#### MEETING FREQUENCY

Meet *at least* 3 times per year (November, January, March)

#### ROLE

- Support the implementation of the facilities and operations elements of the UWinnipeg Sustainability Strategy by serving as a venue for identifying implementation plans and developing specific projects;
- Provide a forum for coordination of facilities and operations elements of the UWinnipeg Sustainability Strategy across University departments;
- Facilities & Operations Working Group members collaborate and consult with their respective departments, and/or constituencies as appropriate to further the targets set in the UWinnipeg Sustainability Strategy.





## 2 Indicators

Measurement indicators for each target are provided below. Indicators marked with an asterisk (\*) represent those that have not been included in recent annual sustainability performance reports. Some targets included in this strategy include commitments to further developing reporting indicators. In those cases, a note is included under the target providing further detail on this aspect of the target. In addition to the indicators listed below, annual reports will include narratives summarizing the state-of-play for all targets included in this strategy.

### Goal 1: Exceed Canada’s Commitments Under the Paris Accord

#### Targets & Associated Indicators

1. Achieve a 50% reduction of scope 1 (direct emissions related to operations – i.e. heating) & scope 2 (indirect emissions – i.e. electricity) GHG emissions compared to a 1990 baseline by 2020 and achieve 0 emissions by 2035. Greenhouse Gas Emissions (tonnes CO<sub>2</sub> equivalent) from electricity, natural gas, fleet vehicles, and refrigerants
  - a. Total Real and Weather-Adjusted Greenhouse Gas emissions (tonnes CO<sub>2</sub> equivalent)
2. Aim for 5% of total energy use on campus to be derived from unconventional renewable energy sources (solar, geothermal, wind, sustainable biomass) by 2025.
  - a. \*Percentage of total energy use on campus derived from unconventional renewable energy sources (solar, geothermal, wind, sustainable biomass)
3. Establish baseline for key scope 3 (emissions that occur as a consequence of operations, but not owned or controlled by the University – i.e. air travel) by 2017, report annually on them moving forward, and set a reduction target by 2018.

**NOTE:** Indicators to be finalized in 2017 as part of work of achieving target. Key scope 3 emissions will be identified and reflected in annual reports moving forward.

- a. \*Greenhouse Gas Emissions (tonnes CO<sub>2</sub> equivalent) from key scope 3 emission sources, as established through target implementation.
- b. Air, automobile, intra-city bus, and other distance travelled (km) by staff and faculty, FY 2008-2015 (no FY 2012)
- c. Number of claims filed for air, automobile, intra-city bus and other travel by staff and faculty, FY 2008-2015 (no FY 2012)





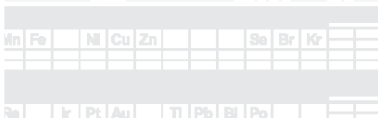
**Goal 2: Cultivate principled relationships with people on and off campus and with ecosystems near and far**

**Targets & Associated Indicators**

1. Aim to align facilities management to reflect the equivalent of LEED Operations & Maintenance standards by 2021; continually integrate reporting metrics from LEED O&M implementation into ongoing annual reporting to achieve full alignment and reporting capacity by 2021.

**NOTE:** The indicators listed below are those in the most recent sustainability performance report and represent the foundation upon which annual reporting for operations and maintenance aligned with LEED O&M. As reflected in the this target, additional reporting metrics for this target will be continually integrated into ongoing annual reporting until alignment with LEED O&M is achieved.

- a. Energy consumption (kWh) for stationary fuel, vehicle fuel, natural gas (weather adjusted), hydro, and any other energy sources
  - b. Energy intensity (kWh/m<sup>2</sup>) for stationary fuel, vehicle fuel, natural gas (weather adjusted), hydro, and any other energy sources
  - c. Natural gas consumption (m<sup>3</sup>) including real annual consumption and weather adjusted consumption
  - d. Natural gas intensity (m<sup>3</sup>/m<sup>2</sup>) including real annual consumption and weather adjusted consumption
  - e. Electricity consumption (kWh)
  - f. Electricity intensity (kWh/ m<sup>2</sup>)
  - g. Water consumption (L)
  - h. Municipal solid waste (tonnes)
  - i. Recycling diverted (tonnes)
  - j. Compost diverted (tonnes)
  - k. University expenditures (\$CAD) on EcoLogo and non-EcoLogo certified janitorial and cleaning products
  - l. Contractor expenditures (\$CAD) on EcoLogo and non-EcoLogo certified janitorial and cleaning products
  - m. Transportation modal split for students, faculty, and staff as determined by transportation surveys conducted once every 2-4 years
2. Ensure that all new buildings and major renovations are built to the highest possible standards appropriate to the given project and context. By July 2017, draw on LEED, LivingBuilding, Passive House, and Green Globes to develop (a) transparent decision-making criteria that will be used to





determine the most appropriate approach for a given project (b) a publicly available internal sustainability project checklist (c) standard template sustainability RFP requirements for all projects. Report on projects annually.

- a. \*List of all new buildings and major renovations, indication of what sustainability pathway was selected for the project, and publication of project sustainability scorecards in report appendix
3. Publish sustainability requirements and standards for environmentally and/or socially preferable purchased goods as well as detailed sustainability-related scoring requirements for RFPs on the Purchasing Services website by the end of December 2017 for use by all UWinnipeg staff making purchasing decisions. Ensure requirements reflect metrics that support the University's Indigenization goals.
  - a. \*Narrative reporting only
  - b. Ensure annual report is submitted to the Workers' Rights Consortium
4. Establish reporting fields required in financial software to track: (a) The percentage of all goods purchased that are environmentally and/or socially preferable; and (b) the average sustainability-related RFP scores of awarded contracts by the end of FY2017. Establish baseline data in 2018 and set targets by early FY2019.
  - a. \*Percentage of all goods purchased that are environmentally preferable
  - b. \*Percentage of all goods purchased that are socially preferable
  - c. \*Average sustainability-related RFP scores of awarded contracts
5. Support campus food services as they continue to achieve the highest standards as measured by the foremost standards of sustainability in the campus food service industry, currently LEAF and/or STARS.
  - a. \*Percentage of food purchased by campus food service provider that was either 3<sup>rd</sup> party certified by a reputable sustainability standard or produced by a local community-based producer.
6. Work in partnership with the UWinnipeg Foundation to evaluate alignment between the overarching purpose of the University, its policies and strategic directions and Foundation investment policies by the end of 2017. Provide ongoing support to the Pension Board of Trustees in their efforts to ensure that pension options for staff are similarly aligned.
  - a. \*Narrative reporting only





7. Begin an ongoing institutional learning process with the support of partners, including Indigenous elders and traditional knowledge keepers, to develop an implementation framework for the United Nations Declaration on the Rights of Indigenous Peoples as it applies to the University and its activities and to continually integrate Indigenous knowledges and ways of knowing into our sustainability efforts. Complete framework by the end of 2018 and report on ongoing learning activities and outcomes annually in the annual Sustainability Performance report.

- a. \*Anticipated narrative reporting only

8. Link to the work of existing University bodies addressing human rights, equity, wellness, and accessibility for students, staff and faculty and include a summary of progress in the annual sustainability planning and reporting process by 2017. Building on the experience of the Sustainability Office in setting goals and measuring progress, work with the responsible offices for each of the aforementioned areas to establish and report ongoing data improvement processes to aid in evaluation and planning related to work in these areas, and include appropriate data in the annual sustainability performance report as it becomes available.

**NOTE:** Identifying the most appropriate data related to these areas of sustainability is a core aspect of this target. Reporting on these metrics will be introduced into annual sustainability reporting as work on achieving this target is undertaken.

- a. \*To be determined

### **Goal 3: Develop and deliver curriculum, student services, and programming that deepen student knowledge about sustainability and that help motivate thoughtful leadership and action**

#### **Targets & Associated Indicators**

1. In collaboration with those responsible for implementing sustainability action on campus, generate, publish and promote a list of campus-based sustainability related student project and research opportunities annually. Support work to include these projects in coursework through efforts such as the establishment of the Campus Sustainability Course as a standing course in the University course catalogue and the launch of the Sustainability & Corporate Responsibility Certificate program at PACE.

- a. Narrative reporting only

2. Undertake a research project in 2017 using appreciative inquiry to better understand the learning process, learning outcomes, and interests of students who act and lead. In 2018, apply findings to develop a framework and action plan for growing leaders and continually engaging





students who are actively working towards positive impacts on campus and in their communities.

**NOTE:** Future measurement indicators may be identified in framework and action plan, and then included in our annual sustainability performance report

- a. \*Narrative reporting only for first phase.
3. Create a framework for linking academic advising, career services, experiential learning, and on-campus leadership development opportunities to better support students wishing to understand how to make the biggest difference possible both on campus and in their future careers. Complete framework by the end of 2017 for implementation through 2021. Report on implementation progress in the annual Sustainability Performance report.

**NOTE:** Future measurement indicators may be identified in framework and action plan, and then included in our annual sustainability performance report

- a. \*Narrative reporting only for first phase.
4. Support an ongoing “community of practice” with an interest in enhancing sustainability education on campus, e.g., organizing workshops, developing peer-to-peer exchange, further integrating sustainability throughout the curriculum and identifying support resources for faculty and staff.
    - a. Narrative reporting only.
  5. Develop the mechanisms required to track how many students graduate from UWinnipeg having taken at least one sustainability-focused course, as well as to track which and how many sustainability courses all students are taking, by 2019.
    - a. List of all sustainability focused and related courses offered at The University of Winnipeg, updated every 2-4 years and included in the annual sustainability report as an appendix.
    - b. \*% of graduates in the reporting year who took at least one sustainability-focused course through their academic career.
    - c. \*% of all courses taken by students in a given year that were sustainability focused or sustainability related.







#### Goal 4: Mobilize evidence & research to address local and global sustainability challenges

##### Targets & Associated Indicators

1. In partnership with the Research Office, develop metrics related to research knowledge mobilization consistent with the Integrated Academic and Research Plan by 2018.

**NOTE:** Identifying metrics is the core of this target. Reporting on these metrics will be introduced into annual sustainability reporting as work on achieving this target is undertaken.

- a. \*To be determined
  - b. List of active sustainability related research projects included in the annual sustainability report as an appendix.
2. Develop and publish a sustainability outreach & engagement plan for internal and external engagement by the end of October 2017, and implement it through to 2021.

**NOTE:** Future measurement indicators may be identified in framework and action plan, and then included in our annual sustainability performance report

- a. \*Narrative reporting only for first phase.
3. Engage faculty, staff and students with relevant expertise to develop workshops and courses that support campus community members in better understanding how their day-to-day work on campus relates to, and can impact positively or negatively on, key sustainability issues. By 2020, have 75% of non-faculty staff complete at least one sustainability-related workshop per year. Develop targets for students and faculty as part of a sustainability outreach and engagement plan.

**NOTE:** Reporting metrics for students and faculty to be developed as part of sustainability outreach and engagement plan.

- a. \*% of non-faculty staff completing at least one sustainability-related workshop in reporting period

##### Space, Demographic & Weather Data Required for Ongoing Reporting

- a. Buildings Leased (m<sup>2</sup>)
- b. Buildings Owned (m<sup>2</sup>)
- c. Housing Owned (m<sup>2</sup>)
- d. Housing Leased (m<sup>2</sup>)
- e. Total Area Occupied (m<sup>2</sup>)





- f. Total Space Owned (m<sup>2</sup>)
- g. Total Space Leased (m<sup>2</sup>)
- h. Undergraduate Student Population (FCE and FTE)
- i. Graduate Student Population (FCE and FTE)
- j. Student Population at PACE, The Collegiate, and ELP (FCE and FTE)
- k. Staff Population (Full Time Equivalents)
- l. Daily Heating Degree Days for reporting period
- m. Daily Cooling Degree Days for reporting period







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