

Action Project

Title: Campus Recycling Review and Recommendations

Version: 1

Institution: Heartland Community College

Status: Completed

Submitted: 2010-03-15

Category: 6-Supporting Institutional Operations

Timeline

Planned project kickoff date: 2009-11-04

Target completion date: 2010-12-31

Actual completion date: 2011-01-11

Project Detail

Project Goal

Describe this Action Project's goal in 100 words or fewer

The Green Team Recycling Subcommittee will develop recommendations to enhance the College's recycling efforts as an

element of a formal, comprehensive ACUPCC Climate Action Plan to move the College toward climate neutrality. There are three stated goals:

- To review recycling efforts at the Normal campus;
- To develop recommendations for enhancement of these efforts; and
- To raise awareness of and participation in the recycling program by the entire campus community.

Reasons For Project

Describe briefly your institution's reasons for taking on this Action Project now -- why the project and its goals are high among your current priorities

The Heartland Community College Green Team created a Recycling Subcommittee to conduct an inventory of current

campus recycling efforts, identify best practices at other institutions, and develop recommendations to enhance the

College's recycling program. These recommendations will take into consideration the College's culture as well as available or

required resources for implementation.

This process and the resulting recommendations will help the College complete other concurrent planning such as AQIP, the

American College and University President Climate Commitment (ACUPCC) Climate Action Plan (see Goal Statement below for

details), and the Waste Reduction Plan required by the state of Illinois (which will be submitted in January 2010 and updated

every five years).

Organizational Areas Affected

List the organizational areas -- institutional departments, programs, divisions, or units -- most affected by or involved in this Action Project

All organizational areas will be impacted by this project. This includes students, employees and even some vendors.

Key Organizational Process(es)

Name and describe briefly the key organizational process(es) that you expect this Action Project to change or improve

The subcommittee's review of current recycling efforts may also result in immediate recommendations for recycling process improvements. This may involve revised procedures for custodial staff, rearranging or purchasing of equipment (e.g. bins), or increased use of signage and communication tools. Implementation of these improvements would be indicators of progress.

Project Time Frame Rationale

Explain the rationale for the length of time planned for this Action Project (from kickoff to target completion)

The Recycling Subcommittee met for the first time on November 4, 2009. The subcommittee began its preliminary research by meeting with the Town of Normal Public Works Department on November 11 removed from campus. The subcommittee will begin meeting monthly in January 2010 until the project deliverables are accomplished (anticipated December 2010).

Project Success Monitoring

Describe how you plan to monitor how successfully your efforts on this Action Project are progressing

Progress will be indicated by sustained activity of the Recycling Subcommittee and the formulation of recommendations for process improvement. Regular waste audits will reveal progress.

Project Outcome Measures

Describe the overall "outcome" measures or indicators that will tell you whether this Action Project has been a success or failure in achieving its goals

Increased participation, greater volume of recyclables collected on campus, and a corresponding decrease in waste removal will be indicators of success.

Annual Update

Project Accomplishments and Status

Describe the past year's accomplishments and the current status of this Action Project

1. Mapped recycling container locations
2. Conducted waste audits – both campus wide and spot audits
3. Piloted recycling at a large event during the Students in Technology Conference.
 1. Boxed lunch materials were recycled by participants
 2. Recycling volunteers help participants identify recyclables and provided general recycling education.
4. Recycling survey developed and to be administered in September 2010.
5. ACEC recycling containers purchased as potential prototype for campus containers.
6. A number of best practices have been identified and will inform project team recommendations.

Institution Involvement

Describe how the institution involved people in work on this Action Project

The Students in Technology recycling pilot, waste audits and container mapping involved HCC students, faculty and other staff as volunteer participants. Facilities staff has been very involved in the entire process, especially in container choices and the identification of best practices.

The entire college will have the opportunity to participate in the upcoming survey.

Next Steps

Describe your planned next steps for this Action Project

Next steps include:

1. Administration of the survey
2. A combined awareness effort is set to kick off this fall (to include both First Step and the Green Team/AQIP Recycling Sub-committee). A recycling table was part of Fall Fest, and HCC will participate in America Recycles Day on November 15.
3. The project team will develop recommendations to present to the larger AQIP

Resulting Effective Practices

Describe any "effective practice(s)" that resulted from your work on this Action Project

1. Mapping and analysis of container locations on a regular basis
2. Recycling support and education at large events

Project Challenges

What challenges, if any, are you still facing in regards to this Action Project? This is an opportunity to get constructive, actionable feedback and advice from our review process. Use this question to specify where your blocks, gaps, sticking points, or problems are. If you have already fashioned strategies to deal with any challenge you face, share both the challenge and your strategy for meeting it. If you would like to discuss the possibility of AQIP providing you help beyond the review process, explain your need(s) and tell us whom to contact and when

none at this time

Annual Update

Reason for completion

What is the primary reason for closing this project?

We have reach the project end date and are able to provide the primary project deliverables.

Success Factors

What aspects of this project would you categorize as successful?

1. Recycling process evaluation/mapping
2. Container mapping
3. Assisted recycling pilot
4. Campus wide recycling survey
5. Formalization of battery recycling (in process)

Unsuccessful Factors

What aspects of this project would you categorize as less than successful?

1. Marketing/educational campaign is not in process