

# Facilities, Support Services and Technology Committee

April 8, 2015

## Minutes

Present: J. Artiss, R. Ackerman, I Avrutsky, M. Barnes, K. Kumasi, H. Matthew, J. Moseley, L. Pile, T. Bazzi, D. Golodner, J. Sawasky, G. Nathan, K. Hayes

Absent with Notice: L. Samavati, T. R. Reddy, J Withey

Absent: B. Morrow

Meeting began at 10:00AM.

**I. WELCOME:**

**II. IT SECURITY AWARENESS – Geoff Nathan (C&IT Faculty Liaison and IT Policy Wonk) and Kevin Hayes (Information Security Officer).**

Messrs. Hayes and Nathan presented their recently developed program that will be mandatory for all faculty and staff who have access to Banner. WSU is subject to millions of cyber-attacks per week all but a few of which have been successfully blocked. The topics covered were: The Need for IT Security, Protecting your Data, Safe Guarding your Credentials, Identifying Fraudulent e-Mails, Combatting Malicious Software and How to Report an IT Security Incident. Their presentation was very well received by the committee members who received a certificate for their attendance.

**III. REPORT FROM CHAIR:**

The chair informed the committee that the new VPF, William Decatur, had been named the day before. Policy Committee had been given a tour of the new iBio Building and that it was very nice space for researchers and that it was designed to encourage collaboration amongst researchers. He also informed the committee that a 2N committee was being struck to look into on-campus daycare.

**IV. APPROVAL OF MINUTES OF MARCH 11, 2014:**

Minutes were approved.

**V. OLD BUSINESS:**

- a. Travel Wayne continues to be an issue. The Senators' comments may be summarized as: The new version is slightly better than the old one, but still very difficult to use for infrequent users.

- The mobile app is better than the web app, but many functions are not available in it.
- There are too many steps to complete in the WSU process, and our process needs to be streamlined.
- Travel supported by multiple fund sources and multiple approvers (which is common for faculty), is virtually impossible to handle.
- The Triplt integration combines personal and professional travel information, making personal information available to administrators on campus. This is considered an invasion of privacy.
- Most units are using internally-developed shadow systems, using Travel Wayne only for final entry of trip information. This has now resulted in tremendous inefficiencies, especially at the s/c level.

Mr. Sawasky will be sending this information to Geoff Nathan because of his involvement as C&IT faculty liaison with the working groups (Information Technology Steering Committee and Information Systems Management Committee) that are exploring problems with Concur.

- b. Mr. Bazzi presented a report (following below) on a recycling program that he has initiated through the Student Senate. He asked for the support of FSST in moving forward with recycling on campus.
- c. Mr. Bazzi reported that the Student Senate was satisfied that the LGBTQA matters were being addressed by Dr. Chamblee and that she was arranging for a new LGBTQA coordinator.

Senator Barnes added that he had spoken with the GLBTQ faculty sponsor. Their comments follow:

*I'd be interested to hear how other schools deal with keeping a preferred name policy as open as possible while still making sure that the system isn't abused (this isn't something I'm personally too concerned about, but I can see how it could be a barrier to making these changes).*

*On my wish list:*

*-an easy, streamlined way to change preferred name across all platforms used by the university.*

*-a way to make those changes semi-permanent and not need to always reset them (like how my middle name is constantly getting added back on to my email).*

*-a way to update old transcripts and materials to match preferred name for alums.*

*-a clear policy from the university about where/when/how preferred names can be used, and where they can't (diplomas? official transcripts?)*

*-if we are able to have students pick pronouns in the system, a clear policy from the university about the use of preferred gender pronouns.*

Mr. Sawasky will be looking into these matters with C&IT.

**VI. NEW BUSINESS:**

None.

**VII. ADJOURNMENT:**

# WSU Recycling Proposal

## Introduction

### Overview

The recycling committee was created to investigate the recycling processes throughout Wayne State University. The committee aims to mobilize WSU for increasing the recycle rate by pushing the student body to adopt it as a culture. We believe that the success of this project will correlate with other green initiatives in perpetuating WSU as a more environmentally friendly school.

### Background

Advanced Disposal handles WSU's waste management. Advanced Disposal employees make runs on a biweekly basis from WSU Campus to Recommunity in Roseville with both trash and recyclables. On campus, trash is set in the black top dumpsters, while recyclables are thrown in the yellow top dumpsters. Green bins are set throughout campus as well for recyclables to be thrown into – specified as paper and cans. There are approximately 100 yellow top dumpsters and 400 green bins set around campus.

## Problem

On a monthly cycle, WSU has averaged a recycle rate of 12% out of what could be recycled. Many students simply do not believe in the cause or the credibility behind it. Yellow top dumpsters and green bins are being underutilized. Students are throwing liquids and trash into the green recycle bins making the materials unrecyclable. WSU students may be unaware that they can request green bins be placed in potential recycle zones and that they are permitted to throw large quantities of their recyclables into the yellow top dumpsters.

## Committee Initiatives

- Establish a subcommittee of multiple stakeholders around campus to promote and moderate the recycling processes in their buildings
- Utilize the pipeline system to promote the recycle project and publish monthly reports to the general body
- Initiate campaign to keep our campus buildings clean
- Connect those wishing to dispose of mass recyclables with Facilities
- Create social media pages to promote the project
- Inspire a culture around recycling
- Allocation of green bins in strategic locations

## Plan

The committee intends to follow up on a biweekly basis with reports regarding the growth of recycling around campus. Since the recycling reports produced by Advanced Disposal include sections that are descriptive of the amount of trees, paper, plastic saved and of course landfill space averted, we will be able to put our recycling processes into perspective for our students, allowing them to see the difference they are making. With the aid of the Director of Custodial Services Donald Wrench, the committee will be able to improve on multiple takes of methodology in expediting the recycle processes.

## Competitors

### Michigan State University & University of Michigan –Ann Arbor

The two schools have conducted “Recyclemania” drives to incentivize the recycling processes by offering a competitive touch with schools all around the United States. They are placed into divisions and qualify themselves to win prizes. The two schools also consistently update their sustainability websites with history, well-detailed guides, and a get involved section. Recycling centers are present on their campuses that handle the recycling processes. Their recycling program and infrastructure is rooted in their initiation of employees and volunteers. Through this, they are able to offer clean out services throughout the year. Their service supplier offers a variety of recycling bins that are catered for the different recycling needs.

### Pepperdine University

Pepperdine University is regarded as one of the top recycling schools in the country with only 22% of its waste going towards landfills. The University’s lawn water supply is 100% recycled. Pepperdine convenes with many third party supporters to educate the community on reducing emissions whether it is more efficient driving guides, alternate commuting, or operating electric vehicles by the sustainability employees. Food meal plans with an attached point system discourages students from incurring food waste. Construction programs are regulated in that most of the material must be recycled; the school has averaged an 80% aversion rate. Pepperdine has an organic community garden where students can come in and plant edibles. Similarly, Pepperdine has a huge e-waste reduction program going – cellphones, computers, keyboards, and toner cartridges. One of the major programs going on is their car-pooling system that matches employees with students in personalized matches. The office of sustainability of Pepperdine has a well-established donors list of contributors ranging from government officers to philanthropists. The lighting system is updated on a consistent basis with fluorescent light bulbs, which utilizes 75% less electricity on average.

## **Importance**

As an institution of higher learning, our influence on the culture and beliefs of the student body is impeccable. We need to stand as an example for all the future generations that make their pass through WSU to promote change for an occurring issue in today's world. WSU needs to take seriously its role in creating an eco-awareness initiative for the ongoing students so that they may carry it on to their communities and be knowledgeable about the venues that exist. In becoming a greener school, Wayne State will engage and ensure that students leave with a sense of pride knowing their school's commitment towards green initiatives.