

**OFFICE OF THE VICE CHANCELLOR
Administrative & Business Services**

August 28, 2008

**MICHAEL V. DRAKE, M.D.
CHANCELLOR**

Dear Michael:

As you know, the University of California adopted the Policy on Sustainable Practices and signed the American College and University Presidents Climate Commitment (ACUPCC) in 2007 -- articulating the University's intentions to incorporate sustainability into operations, educational programs, research, and outreach activities.

Since the 1980s, UC Irvine has worked to integrate sustainability into campus life. A collaborative effort to reduce UC Irvine's impact on the environment was initiated in 2003 when staff from operational departments and students from environmental organizations on campus started holding periodic "green" meetings.

In fall 2007, UC Irvine received a letter from the ACUPCC summarizing obligations and deadlines. Within two months of signing the ACUPCC, signatories must create an institutional structure to oversee the fulfillment of commitment terms. Since a body to address sustainability issues already existed on campus, "green" meeting participation was expanded to include faculty, student, and administrator representatives. The group was renamed the UC Irvine Sustainability Committee to reflect the changes to its membership and mission. The committee meets 4-5 times a year and continually works to make UC Irvine more sustainable, as well as to meet commitment and policy deadlines. I am pleased to report that UC Irvine is on target to complete its greenhouse gas emissions inventory by the ACUPCC deadline of September 15, 2008.

In order to increase participation in campus environmental efforts, student members recommended that the committee's role in campus sustainability initiatives be formalized. The UC Irvine Sustainability Committee has endorsed the enclosed charter and would appreciate your approval.

Thank you for supporting sustainability endeavors at UC Irvine and for your consideration of this request.

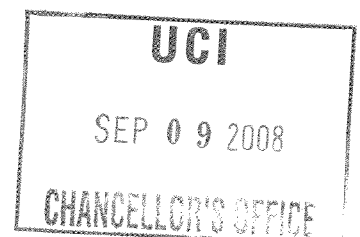
Sincerely,



Wendell C. Brase
Vice Chancellor
Chair, UCI Sustainability Committee

Enclosure: UC Irvine Sustainability Committee Charter

UNIVERSITY OF CALIFORNIA, IRVINE



Charter

UC Irvine Sustainability Committee

Article I – Purpose and Definitions

SECTION 1: PURPOSE OF COMMITTEE

The purpose of the UC Irvine Sustainability Committee is to promote environmental stewardship, sustainable development, and greenhouse gas emission reductions at the University of California, Irvine.

SECTION 2: DEFINITION OF SUSTAINABILITY

Sustainability refers to the physical development and institutional operating practices that “meet the needs of the present without compromising the ability of future generations to meet their own needs.” – World Commission on Environment and Development, 1987

Article II – Goals and Responsibilities

The UC Irvine Sustainability Committee advises the Chancellor, and other members of the campus administration, on matters pertaining to sustainability at the University of California, Irvine.

The mission of the UC Irvine Sustainability Committee is to:

- Engage various campus stakeholders in a joint effort to reduce UC Irvine’s ecological footprint and its impact on the environment
- Work with the campus community and others to reduce greenhouse gas emissions, to preserve natural resources, and to integrate sustainability into existing educational, operational, research, and public service programs
- Incorporate sustainability into long-range planning and design
- Oversee the development and implementation of a campus sustainability/climate-neutral action plan
- Provide a foundation for UC Irvine's support of systemwide efforts to meet the University’s climate-neutral goals

Article III – Organization

SECTION 1: DECISION-MAKING

The committee shall be governed by consensus or by the majority of its members. A vote will be taken to approve official recommendations (e.g., campus sustainability/climate action plan, committee charter, campus policy). Subcommittees shall be governed in likewise fashion.

SECTION 2: OFFICERS

The chair, who is selected by the Chancellor, is delegated the task of forming/maintaining the committee and subcommittees. The chair is responsible for setting and distributing meeting agendas, facilitating meetings, serving as a liaison between the committee and the Chancellor, and appointing a staff member for the committee.

The individual who assumes the role of staff to the committee shall keep time during meetings, serve as a contact point for committee members and the community, document meetings, assist with meeting arrangements and agenda preparation, oversee the selection committee, and perform other administrative tasks necessary for the committee to complete its mission.

SECTION 3: SUBCOMMITTEES

The chair may create and change subcommittees to focus on specific projects. The chairperson(s) of the subcommittee shall oversee all work done by the subcommittee. Subcommittees shall provide updates to the committee as appropriate. The committee chair may dissolve any subcommittees determined to be no longer necessary.

Article IV – Membership

SECTION 1: COMMITTEE COMPOSITION

At minimum, the committee will be composed of faculty, staff, students, and administrators and shall include...

1. One staff representative from each of the following operational areas:

- Administrative Computing Services
- Campus and Environmental Planning
- Capital Planning
- Design and Construction Services
- Environmental Health and Safety
- Facilities Management
- Housing
- Hospitality and Dining Services
- Materiel and Risk Management
- Parking and Transportation Services

2. Faculty representatives as follows:

- Academic unit - 3 representatives
- Research center or institute - 1 representative

3. Student representatives as follows*:

- Associated Students UC Irvine (ASUCI) - 2 representatives
- Associated Graduate Students UC Irvine (AGS) - 1 representative
- Student Sustainability Coalition - 2 representatives

Other committee members may be added at the chair's discretion.

*If, for any reason, a student group does not provide the minimum number of nominees, the selection committee may ask another student group for representatives.

SECTION 2: SERVICE

To maximize results and maintain momentum, there will be no official term limits for committee members except for student representatives from ASUCI, AGS, and the Student Sustainability Coalition. These groups will be asked to nominate representatives each academic year. An individual may be nominated for more than one term. Nominees must be approved by the selection committee.

Committee members may withdraw from service by notifying the chair. If there is consensus among current committee members, an individual may be removed from serving on the committee.

Article V – Meetings

SECTION 1: COMMITTEE MEETING

The committee shall meet every two months for approximately two hours, depending on the committee's availability. The agenda will be determined by the committee chair based on recommendations from committee participants. A request for agenda topics will be sent to the committee in advance of each meeting.

SECTION 2: SUBCOMMITTEE MEETINGS

Subcommittee meetings shall be arranged at the discretion of the subcommittee chair/co-chairs.

SECTION 3: PUBLICITY

UC Irvine Sustainability Committee meetings are open to all members of the campus community. The dates, times, and locations of Sustainability Committee meetings will be listed in advance on the UC Irvine Sustainability Website, along with meeting minutes, membership information, and other related materials.

Respectfully submitted by the UC Irvine Campus Sustainability Committee:



Wendell C. Brase, Chair – UC Irvine Sustainability Committee

25 August 2008
Date

Approved:



Chancellor Michael V. Drake, M.D.

9/10/08
Date