

# College of the Atlantic

The following information was submitted through the [Campus Sustainability Data Collector](#) to be shared with Sierra magazine for consideration in their Cool Schools publication.

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*The information presented in this submission is self-reported and has not been verified by AASHE or a third party. If you believe any of this information is erroneous, please see the [process for inquiring](#) about the information reported by an institution.*

# Education & Research

## Co-Curricular Education

This subcategory seeks to recognize institutions that provide their students with sustainability learning experiences outside the formal curriculum. Engaging in sustainability issues through co-curricular activities allows students to deepen and apply their understandings of sustainability principles. Institution-sponsored co-curricular sustainability offerings, often coordinated by student affairs offices, help integrate sustainability into the campus culture and set a positive tone for the institution.

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### From the institution:

College of the Atlantic offers one major, in Human Ecology. Because this degree takes in the breadth of human interactions with the natural and social world - and because of COA's location on a rather remote Maine island between the Atlantic Ocean and Acadia National Park - students choosing to come to the college are generally concerned with the environment, and our place within it.

COA is also a small college - 350 students, built on an egalitarian model.

These aspects of COA - one major, remote, rural, tiny, egalitarian, means that much of what COA does in the realm of sustainability is part of the campus culture, and not always separated out as a program or written into reports.

For instance, we don't spell out our recycling program, but every office floor - if not every office - has a recycling bin; we've used recycled paper since before anyone can remember, and every student residence on campus, just as every place we eat, has composting bins. It's part of our culture.

Credit
Student Sustainability Educators Program
Student Sustainability Outreach Campaign
Sustainability in New Student Orientation
Sustainability Outreach and Publications
Student Group
Organic Garden
Model Room in a Residence Hall
Themed Housing
Sustainable Enterprise
Sustainability Events
Outdoors Program
Themed Semester or Year

# Student Sustainability Educators Program

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

Institution coordinates an ongoing peer-to-peer sustainability outreach and education program for degree-seeking students. The institution:

- Selects or appoints students to serve as educators and formally designates the students as educators,
- Provides formal training to the educators in how to conduct outreach, and
- Offers faculty or staff and/or financial support to the program.

This credit focuses on programs for degree-seeking students enrolled in a for-credit program. Continuing education and/or non-credit students are excluded from this credit.

Student clubs or groups, which are covered by *Co-Curricular Education Tier Two Credit 1*, are not eligible for this credit unless the group meets the criteria outlined above.

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"---" indicates that no data was submitted for this field

## Total number of degree-seeking students enrolled at the institution :

350

## Program name (1st program) :

co-curricular education in human ecology

## Number of students served by the program to whom peer-to-peer sustainability outreach and education is offered (1st program) :

350

## A brief description of the program, including examples of peer-to-peer outreach activities (1st program) :

College of the Atlantic has several outreach programs that have elements of sustainability. Since it also has a campus ethos of sustainability, the peer-to-peer education work that is done by leaders of our Outdoor Orientation program, our Resident Advisers, our Outdoor Program and our student orientation leaders can be considered one program.

## A brief description of how the student educators are selected (1st program) :

Nominations by faculty, students and staff, along with passing of certain requirements - OOPs leaders and outdoor program leaders, for instance, must have Wilderness First Aid.

**A brief description of the formal training that the student educators receive (1st program) :**

In addition to Wilderness First Aid, the OOPs leaders have a two-week training in wilderness expeditions (including issues of carrying out, etc.), the RAs and student orientation leaders have a weeklong training.

**A brief description of the staff and/or other financial support the institution provides to the program (1st program) :**

Dean of Student Life plus two staff members and their associated budget.

**The website URL for 1st Program :**

<http://www.coa.edu/oops.htm>

**Program name (2nd program) :**

Campus Committee on Sustainability

**Number of students to whom peer-to-peer sustainability outreach and education is offered (2nd program) :**

350

**A brief description of the program, including examples of peer-to-peer outreach activities (2nd program) :**

CCS, working with other members of the community, identifies ways to make practices and use of resources by COA more sustainable.

The committee's primarily work is through recycling, composting, education, and on-campus policy work. It educates people about on-campus recycling, and composting, and works to make the systems increasingly better.

**A brief description of how the student educators are selected (2nd program) :**

Self selection.

**A brief description of the formal training that the student educators receive (2nd program) :**

Students are trained through weekly committee meetings.

**A brief description of the staff and/or other financial support the institution provides to the program (2nd program) :**

The committee works with COA's Sustainability Consultant throughout the year. It has its own budget.

**The website URL for 2nd program :**

[Campus Sustainability Data Collector](#) | [AASHE](#) | [Sierra Magazine](#)

**Program name (3rd program) :**

Earth in Brackets

**Number of students to whom peer-to-peer sustainability outreach and education is offered (3rd program) :**

350

**A brief description of the program, including examples of peer-to-peer outreach activities (3rd program) :**

Earth in Brackets is a website, a blog, and a student-based on- and off-campus group that seeks to educate COA and all who are interested in issues of international diplomacy relating to sustainability, climate change, sustainable development, water issue and more.

Here's an excerpt from the website:

We believe international cooperation is not only possible, but necessary if we are to address our most pressing problems. Any lasting solution needs to include as many people as possible. We won't be able to solve all the problems overnight, but we need to start somewhere. So lets get started!

**A brief description of how the student educators are selected (3rd program) :**

Students who are deeply interested in the subject get involved with this group.

**A brief description of the formal training that the student educators receive (3rd program) :**

Students usually are taking a series of courses in COA's international environmental policy program. If they become a part of a delegation attending a UN meeting, they will meet intensively to prepare themselves for their role at the meeting.

**A brief description of the staff and/or other financial support the institution provides to the program (3rd program) :**

COA assists students in finding funding to attend international meetings. Both Development and Public relations assists students in fundraising for their fares. Faculty members are involved in advising and educating.

**The website URL for 3rd program :**

<http://www.earthinbrackets.org/>

**Program name (All other programs) :**

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**Number of students to whom peer-to-peer sustainability outreach and education is offered (All other programs) :**

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**A brief description of the program, including examples of peer-to-peer outreach activities (All other programs) :**

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**A brief description of how the student educators are selected (All other programs) :**

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**A brief description of the formal training that the student educators receive (All other programs) :**

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**A brief description of the staff and/or other financial support the institution provides to the program (All other programs) :**

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**The website URL for all other programs :**

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# Student Sustainability Outreach Campaign

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

Institution holds at least one sustainability-related outreach campaign directed at students. The campaign yields measurable, positive results in advancing sustainability. The sustainability-related outreach campaign may be conducted by the institution, a student organization, or students in a course.

To measure if the campaign yields measurable, positive results, institutions should compare pre-campaign performance to performance during or after the campaign.

The campaign could take the form of a competition (such as a residence hall conservation competition), or a collective challenge (such as a campus-wide drive to achieve a specific sustainability target).

The campaign may focus on one or more sustainability issues, but educating students is a primary feature of the campaign.

The campaign may reach additional campus members (faculty, staff, visitors, etc.) as long as students are one of the audiences of the campaigns.

The following impacts are not sufficient for this credit:

- Increased awareness
  - Additional members of a mailing list or group
- 

This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Sustainability in New Student Orientation

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability  
Office of the President

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## Criteria

Institution includes sustainability prominently in its new student orientation activities and programming. Sustainability activities and programming are made available to all new students and are intended to educate about the principles and practices of sustainability.

Because orientation activities vary from one institution to another, prominent inclusion of sustainability may not take the same form on each campus. When reporting for this credit, each institution will determine what prominent inclusion of sustainability means given its particular context.

As this credit is intended to measure sustainability being infused throughout the institution, program or discipline-level orientations are not included in this credit.

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*"---" indicates that no data was submitted for this field*

## Does the institution include sustainability prominently in new student orientation? :

Yes

## A brief description of how sustainability is included prominently in new student orientation :

Students are given a tour of the campus to show them the various sustainable initiatives. These trips are led by students doing work study for the Admission office. A fact sheet on COA sustainability has been given to prospective students visiting the college.

Additionally, orientation includes both discussions about the meaning of sustainability, human ecology - and such activities as creating art from recycled items.

## The website URL where information about sustainability in new student orientation is available :

<http://www.coa.edu/environmental-commitment.htm>

# Sustainability Outreach and Publications

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

Institution produces outreach materials and/or publications that foster sustainability learning and knowledge. The publications and outreach materials may include the following:

- A central sustainability website that consolidates information about the institution's sustainability efforts
  - A sustainability newsletter
  - A vehicle to publish and disseminate student research on sustainability
  - Building signage that highlights green building features
  - Food service area signage and/or brochures that include information about sustainable food systems
  - Signage on the grounds about sustainable groundskeeping strategies employed
  - A sustainability walking map or tour
  - A guide for commuters about how to use alternative methods of transportation
  - A guide for green living and incorporating sustainability into the residential experience
  - Regular coverage of sustainability in the main student newspaper, either through a regular column or a reporter assigned to the sustainability beat
  - Other
- 

## Submission Note:

COA's sustainability is part of all it does. As a small school, we sometimes do more than we can announce. The college has employed organic landscaping methods since its first year of classes in 1972, but it does not have signage to proclaim it. As in so much of what happens at COA, it's part of the ethos of the college.

Similarly, the college frequently reports on what it does in annual reports, COA Magazine, newsletters. These go to a wide audience - perhaps wider than a sustainability publication would achieve.

Please understand that COA hardly issues 8 publications a year - much less 8 about sustainability!

*"---" indicates that no data was submitted for this field*

**Does the institution have a central sustainability website that consolidates information about the institution's sustainability efforts? :**

Yes

**A brief description of the central sustainability website that consolidates information about the institution's sustainability efforts :**

The Environmental Commitment section of the COA website has extensive information on the college's sustainability program. The site is currently being updated through the efforts of students on the Campus Committee for Sustainability and the Director of Sustainability. Changes are expected to appear by June 2012.

**The website URL for the central sustainability website that consolidates information about the institution's sustainability efforts :**

<http://www.coa.edu/environmental-commitment.htm>

**Does the institution have a sustainability newsletter? :**

No

**A brief description of the sustainability newsletter :**

COA does not have a sustainability newsletter, but its one newspaper, Off The Wall, frequently will contain discussions of issues related to activities on campus or in the world, as well as our news site: Newsworthy @ COA.

Also, the newsletter for COA's organic Beech Hill Farm includes extensive discussion of the sustainability efforts being done at the farm, which is a demonstration site for incremental sustainability improvements. The newsletter is linked to this site:

<http://www.coa.edu/beech-hill-farm-microsite.htm>

**The website URL for the sustainability newsletter :**

<http://newsworthy.coa.edu/>

**Does the institution have a vehicle to publish and disseminate student research on sustainability? :**

Yes

**A brief description of the vehicle to publish and disseminate student research on sustainability :**

Again, the Newsworthy site is the place where we are focused on our sustainability work. Larger initiatives will be published in the COA Magazine.

**The website URL for the vehicle to publish and disseminate student research on sustainability :**

<http://www.coa.edu/coa-magazine.htm>

**Does the institution have building signage that highlights green building features? :**

Yes

**A brief description of building signage that highlights green building features :**

Signage in bathrooms of new student housing talk about how to effectively use the composting toilets. Signage in the Admission office features other aspects of our sustainability.

**The website URL for building signage that highlights green building features :**

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**Does the institution have food service area signage and/or brochures that include information about sustainable food systems? :**

Yes

**A brief description of food service area signage and/or brochures that include information about sustainable food systems :**

Information about our sustainable food systems can be found at:

<http://www.coa.edu/sustainable-food-systems.htm>

Below is a fact sheet about our sustainable food service.

Frequently students working in the food systems area will place posters reflecting their research - tracing where such items as our coffee comes from, or the distribution network food passes through, or other aspects of our connection to the food we eat.

**The website URL for food service area signage and/or brochures that include information about sustainable food systems :**

<http://www.coa.edu/assets/student-services/kitchenfaq.pdf>

**Does the institution have signage on the grounds about sustainable grounds-keeping strategies employed? :**

No

**A brief description of signage on the grounds about sustainable grounds-keeping strategies employed :**

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**The website URL for signage on the grounds about sustainable grounds-keeping strategies employed :**

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**Does the institution have a sustainability walking map or tour? :**

Yes

**A brief description of the sustainability walking map or tour :**

Tours of the sustainable aspects of the campus have been given by students working for the Admission Office and by the Director of Sustainability.

**The website URL of the sustainability walking map or tour :**

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**Does the institution have a guide for commuters about how to use alternative methods of transportation? :**

Yes

**A brief description of the guide for commuters about how to use alternative methods of transportation :**

The college provides a transportation system for students in the form of a small bus (Night Bus) which makes several stops in downtown Bar Harbor five nights a week. The goal of this project was to minimize student use of personal vehicles by providing them with night bus route information. For part of the year, students are encouraged to use the free, clean propane-powered vehicles of Acadia National Park's Island Explorer system. It does not run year-round.

**The website URL for the guide for commuters about how to use alternative methods of transportation :**

<http://www.coa.edu/gisexplorernightbus.htm>

**Does the institution have a guide for green living and incorporating sustainability into the residential experience? :**

Yes

**A brief description of the guide for green living and incorporating sustainability into the residential experience :**

The Environmental Commitment section of the website which is being updated is used as the vehicle to inform students about sustainable practices at the college.

**The website URL for the guide for green living and incorporating sustainability into the residential experience :**

<http://www.coa.edu/index.htm>

**Does the institution have regular coverage of sustainability in the main student newspaper (either through a regular column or a reporter assigned to the sustainability beat)? :**

No

**A brief description of regular coverage of sustainability in the main student newspaper, either through a regular column or a reporter assigned to the sustainability beat :**

Since each issue of the COA newspaper, Off the Wall, is different, COA does not have regular coverage of any aspect of campus life in its newspaper.

**The website URL for regular coverage of sustainability in the main student newspaper, either through a regular column or a reporter assigned to the sustainability beat :**

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**Does the institution produce another sustainability publication or outreach material not covered above? (1st material) :**

Yes

**A brief description of this material :**

The student-run Campus Committee for Sustainability produces an annual report of its accomplishments for the academic year and sends it out to the COA community.

**The website URL for this material :**

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**Does the institution produce another sustainability publication or outreach material not covered above? (2nd material) :**

Yes

**A brief description of this material :**

Beech Hill Farm newsletter.

This newsletter features COA's organic farm and its progress, including sustainability and energy efforts. It is issued a few times a year.

**The website URL for this material :**

[http://www.coa.edu/assets/bhfarm/farms-newsletter\\_12-12-2011-2.pdf](http://www.coa.edu/assets/bhfarm/farms-newsletter_12-12-2011-2.pdf)

**Does the institution produce another sustainability publication or outreach material not covered above? (3rd material) :**

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**A brief description of this material :**

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**The website URL for this material :**

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**Does the institution produce another sustainability publication or outreach material not covered above? (4th material) :**

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**A brief description of this material :**

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**The website URL for this material :**

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**Does the institution produce another sustainability publication or outreach material not covered above? (5th material) :**

**material) :**

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**A brief description of this material :**

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**The website URL for this material :**

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**Does the institution produce another sustainability publication or outreach material not covered above? (6th material) :**

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**A brief description of this material :**

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**The website URL for this material :**

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**Does the institution produce another sustainability publication or outreach material not covered above? (7th material) :**

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**A brief description of this material :**

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**The website URL for this material :**

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**Does the institution produce another sustainability publication or outreach material not covered above? (8th material) :**

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**A brief description of this material :**

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**The website URL for this material :**

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# Student Group

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

## Does the institution have an active student group focused on sustainability? :

Yes

## The name and a brief description of each student group :

Most active student-led group is the Campus Committee for Sustainability that meets weekly during the terms the college is in session. Recently, the committee has had two faculty members and a staff member (Director of Sustainability). Student participation is usually around 12.

## List up to 4 notable recent activities or accomplishments of student group(s) :

Improved the Environmental Commitment section of the college website.

Made and installed three new wooden bike racks.

Improved recycling program campus-wide with better signage.

Instituted battery recycling program.

Greatly improved campus-wide composting program.

Creates signs to improve sustainable practices.

Helps to organize Earth Day event on campus.

## List other student groups that address sustainability :

Food Systems Group

## The website URL where information about student group(s) is available :

<http://coa.edu/coaccs.htm>

# Organic Garden

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

**Does the institution have an on-campus garden where students are able to gain organic farming and/or gardening experience? :**

Yes

### **A brief description of the garden :**

The 1/2 acre garden has been in operation for over 40 years (it began with the first year of the school) and provides garden plots for community members. Classes use the garden as a field laboratory. The garden also contains the campus composting system. The college also has a vegetable crop farm 12 miles from the campus that is certified organic by the Maine Organic Farmers and Gardeners Association. Students work on the farm as paid staff and/or volunteers.

**The website URL where information about the garden is available :**

<http://www.coa.edu/coa-gardens.htm>

## Model Room in a Residence Hall

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### Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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*"---" indicates that no data was submitted for this field*

**Does the institution have an occupied, formally designated model room in a residence hall that is open to students during regular hours and demonstrates sustainable living principles? :**

No

**A brief description of the model room :**

COA does not have a model room, but you could say that it's newest student residence has 27 such rooms. The residence is super-insulated, uses wood pellets for heating, has composting toilets, employs grey-water recycling and preheating of cold water to reduce energy used for showers, and includes composting buckets in each kitchen.

**The website URL where information about the model room in the residence hall is available :**

<http://www.coa.edu/kathyrn-w-davis-residence-village.htm>

# Themed Housing

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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### Submission Note:

It is possible to say that COA itself is sustainability themed. In their own ways - solar collectors, composting, conservation, discussions, food systems, farming - students pursue questions of sustainability throughout their education.

*"---" indicates that no data was submitted for this field*

**Does the institution have sustainability-themed housing (residential floor or hall, or theme house) where residents learn about sustainability together and to which residents must apply? :**

No

**A brief description of the themed housing, including name(s) and descriptions of theme(s) :**

See the KWDavis Student Residence Village information in the previous entry.

**The website URL where information about the themed housing is available :**

<http://www.coa.edu/kathyrn-w-davis-residence-village.htm>

**The total number of residents in themed housing. :**

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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### Submission Note:

The Sustainable Enterprise Hatchery mentors from 8-11 projects each term. Some are on campus, some off-campus. Some turn into actual sustainable enterprises, such as the cycle taxi service in COA's town of Bar Harbor. Currently being mentored are students working with an L3C for solar energy in the community, Earth In Brackets, the organization/website for international environmental diplomacy, and a local community center. In the past, an organization, ongoing, to provide organic farm stand credits to those receiving supplementary food from the government was mentored.

*"---" indicates that no data was submitted for this field*

**Does the institution have a student-run enterprise, such as a cafe, through which students gain sustainable business skills? :**

Yes

**A brief description of the enterprise :**

A group of students have received funding from the college to build an anaerobic digester system to convert food waste into butanol a liquid fuel that can be used in college vehicles and the college's heating systems when enough can be produced. They are part of the Sustainable Enterprise Hatchery Program described in the URL below.

**The website URL where information about the sustainable enterprise is available :**

<http://www.coa.edu/susenterprisehatchery.htm>

# Sustainability Events

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**Responsible Party**

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

**Does the institution hold major events related to sustainability, such as conferences, speaker series, or symposia, that have students as the intended audience? :**

Yes

**A brief description of the event(s) :**

Two years ago the college held a conference on creating a more sustainable food system. A second related conference was held April 19 and 20, 2012. The college also holds a weekly scheduled Human Ecology Forum at which speakers talk on a wide variety of environmental and social sustainability issues. These events are well attended by COA students. Additionally, COA students create a statewide Earth Day event for the community, with tabling, discussions and celebrations. A summer lecture series also frequently features speakers focused on sustainability.

**The website URL where information about the event(s) are available :**

<http://newsworthy.coa.edu/>

# Outdoors Program

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

**Does the institution have a wilderness or outdoors program that organizes hiking, backpacking, kayaking, or other outings for students and follows Leave No Trace principles? :**

Yes

**A brief description of the program :**

Returning students lead the 6-day Outdoor Orientation Program (OOPs) trips before school starts in the fall, and continue to take students on shorter and longer adventures during the terms as part of our outdoor program, COASTAL. The college is next door to Acadia National Park where frequent day hiking, canoeing and kayaking trips are arranged by COA staff and students to take students into the natural world that surrounds the campus.

**The website URL where information about the program is available :**

<http://www.coa.edu/oops.htm>

## Themed Semester or Year

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### Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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*"---" indicates that no data was submitted for this field*

**Has the institution chosen a sustainability-related theme for its themed semester, year, or first-year experience during the past three years? :**

Yes

**A brief description of the themed semester, year, or first-year experience :**

COA offers a core course in human ecology each year. The focus has been an issue of global concern, such as water, or wealth. The class meets throughout the fall term. In the past the themes have been food, water, and wealth. A range of books have been chosen, from *The Great Gatsby* to William McDonald's "Cradle to Cradle."

**The sustainability-related book that was chosen, if applicable :**

Bottlemania

**The website URL where information about the theme is available :**

<http://coa.edu/course-listings.htm>

# Curriculum

This subcategory seeks to recognize institutions that have formal education programs and courses that address sustainability. One of the primary functions of colleges and universities is to educate students. By training and educating future leaders, scholars, workers, and professionals, higher education institutions are uniquely positioned to prepare students to understand and address sustainability challenges. Institutions that offer courses covering sustainability issues help equip their students to lead society to a sustainable future.

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## From the institution:

Again, COA's one major in human ecology, means that students are frequently considering the impact of human actions and change throughout the curriculum - whether that's examining whether local protection of eagles thanks to endangered species legislation has had a negative impact on other shorebirds, or perusing the intricacies of language in major international climate change and development discussions.

Though COA has only one major, it has several programs that are of interest to those pursuing sustainability - our Sustainable Enterprise Program offers those interested in for-profit businesses or non-profit organizations the skills to launch their own enterprises, or assist in already-formed organizations, especially those with "triple bottom lines."

Our Sustainable Food Systems Program encourages students to examine the food chain from a multitude of angles, whether its soil health, organic agriculture, food production, or food justice.

Students studying any number of our international environmental diplomacy courses are trained to understand the language of high level international meetings, and have had a major impact on the youth voice because of their understanding, organization, and ability to articulate the issues.

But our students do end up having an impact on so many levels, whether as town planners, legislators, rangers, conservation scientists, lawyers, non-profit workers, teachers or artists. Much of it is because of who they are - and some of it is because of the cumulative results of being in the COA environment where these issues are primary.

Credit
Sustainability Course Identification
Sustainability-Focused Courses
Sustainability-Related Courses
Sustainability Courses by Department
Sustainability Learning Outcomes
Undergraduate Program in Sustainability
Graduate Program in Sustainability
Sustainability Immersive Experience
Sustainability Literacy Assessment
Incentives for Developing Sustainability Courses

# Sustainability Course Identification

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability  
Office of the President

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## Criteria

### Part 1

Institution has developed a definition of sustainability in the curriculum. The definition was developed by a committee comprised of at least three faculty members who teach courses in different departments. The committee may include students, staff, and other stakeholders as well. The definition does not have to be formally adopted.

In order to report on other STARS Curriculum credits, the definition of sustainability in the curriculum should distinguish between courses that focus or concentrate on the concept of sustainability throughout the course and courses that relate to an aspect of sustainability or include sustainability as part of the course.

- Sustainability-focused courses concentrate on the concept of sustainability, including its social, economic, and environmental dimensions, or examine an issue or topic using sustainability as a lens.
- Sustainability-related courses incorporate sustainability as a distinct course component or module or concentrate on a single sustainability principle or issue.

### Part 2

Institution has identified its sustainability-focused and sustainability-related course offerings. A course is either sustainability-focused or sustainability-related; no course should be identified as both sustainability-focused and sustainability-related. Each institution is free to choose a methodology to identify sustainability courses that is most appropriate given its unique circumstances. Asking faculty or departments to self-identify sustainability courses using the definition in Part 1 or looking at the stated learning outcomes and course objectives associated with each course may provide a richer view of sustainability course offerings than simply reviewing course descriptions, but it is not required.

### Part 3

Institution makes its sustainability course inventory publicly available online. The identification can be incorporated into the course catalog or posted as a stand-alone document.

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*"---" indicates that no data was submitted for this field*

**Has the institution developed a definition of sustainability in the curriculum? :**

Yes

**A copy of the institution's definition of sustainability in the curriculum? :**

These are COA's Mission and Vision statements:

#### VISION

The faculty, students, trustees, staff, and alumni of College of the Atlantic envision a world where people value creativity, intellectual achievement, and diversity of nature and human cultures. With respect and compassion, individuals construct meaningful lives for themselves, gain appreciation of the relationships among all forms of life, and safeguard the heritage of future generations.

#### MISSION

College of the Atlantic enriches the liberal arts tradition through a distinctive educational philosophy—human ecology. A human ecological perspective integrates knowledge from all academic disciplines and form personal experience to investigate, and ultimately improve, the relationships between human beings and our social and natural communities. The human ecological perspective guides all aspects of education, research, activism and interactions among the College's students, faculty, staff and trustees. The College of the Atlantic community encourages, prepares, and expects students to gain the expertise, breadth, values, and practical experience necessary to achieve individual fulfillment and to help solve problems that challenge communities everywhere.

#### **Has the institution identified its sustainability-focused and sustainability-related course offerings? :**

Yes

#### **A brief description of the methodology the institution followed to complete the inventory :**

Director of Sustainability went through the 2011-2012 course catalog and identified courses that discussed sustainability as a part of the course. COA course offerings are listed on line; however, courses specific to sustainability are not listed separately, but some can be identified by their titles.

#### **Does the institution make its sustainability course inventory publicly available online? :**

Yes

#### **The website URL where the sustainability course inventory is posted :**

<http://www.coa.edu/course-listings.htm>

# Sustainability-Focused Courses

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

Institution offers sustainability-focused academic courses.

This credit does not include continuing education and extension courses, which are covered by *PAE Credit 21: Sustainability in Continuing Education*.

---

"---" indicates that no data was submitted for this field

## The number of sustainability-focused courses offered :

29

## The total number of courses offered :

284

## Number of years covered by the data :

Two

## A list of sustainability-focused courses offered :

COA

Sustainability-Focused classes

HS384 Global Environmental Politics: Theory and Practice

HS445 Introduction to Global Politics

HS546 Agriculture and Biotechnology

HS748 The Road To Copenhagen

HS786 Climate Justice

HS821 International Financial Institutions

HS851 Tutorial: Advanced Climate Policy

HS858 Global Politics of Sustainable Development: 20 yrs after Rio

ES472 Physics II: Introduction to Circuits

ES524 Physics and Mathematics of Sustainable Energy

ES561 Sustainable Material Design

HS566 International Wildlife Policy and Protected Areas

HS639 Whitewater/Whitepaper: River Conservation and Recreation

HS731 Our Public Lands: Past, Present, and Future

[Campus Sustainability Data Collector](#) | [AASHE](#) | [Sierra Magazine](#)

HS741 Advanced International Environmental Law Seminar  
HS763 Sustainable Strategies  
HS774 Oceans & Fishes: Readings in Environmental History  
HS794 Food, Power and Justice  
HS823 Tutorial: Selected Themes in Ecological Economics  
HS825 COA's Foodprint: Our Local Food System  
HS779 Fixing Food Systems: Sustainable Production & Consumption  
HS811 Hunger, Food Security and Food Sovereignty  
HS813 Environmental Law and Policy  
HS838 Systems Dynamics  
HS845 Redefining Food Systems Efficiency  
HS855 Introduction to Sustainability  
HS858 Global Politics of Sustainable Development: 20 yrs after Rio  
MD028 Marine Policy  
ES545 Electric Vehicles: A Hands-on Intro

#### Sustainability-Related

HS033 Cultural Ecology of Population Control Practices  
HS838 Systems Dynamics  
ES002 Agroecology  
MD042 Humans in Place: Natural/Cultural History of Maine's Islands  
ES005 Animal Behavior  
ES039 Ecology  
ES396 Conservation Biology  
ES526 Neotropical Conservation Ecology  
ES361 Environmental Chemistry: Water  
ES529 Environmental Chemistry: Air  
ES563 Costa Rican Natural History and Conservation  
ES305 Tropical Marine Ecology  
ES522 Tutorial: Advanced Marine Resource Policy Seminar  
HS728 Economic Development: Theory and Case Studies  
HE001 Human Ecology Core Course

MD043 Penguins to Polar Bears  
ES383 Fisheries & Their Management  
HS543 Community Planning and Decision-Making  
HS711 Collaborative Leadership  
HS798 Practical Skills in Community Development  
HS782 Tutorial: Advanced Seminar in Human Ecology  
HS760 Introduction to Economics: Global Issues  
HS795 Advanced Seminar in Economics: Globalization  
HS823 Tutorial: Selected Themes in Ecological Economics

**The website URL where the publicly available sustainability course inventory that includes a list of sustainability-focused courses is available :**

<http://coa.edu/course-listings.htm>

**A copy of the sustainability course inventory :**

Sustainability courses at coa craigs list.docx

# Sustainability-Related Courses

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability  
Office of the President

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## Criteria

Institution offers sustainability-related academic courses.

This credit does not include continuing education and extension courses, which are covered by *PAE Credit 21: Sustainability in Continuing Education*.

---

"---" indicates that no data was submitted for this field

## The number of sustainability-related courses offered :

14

## The total number of courses offered :

284

## Number of years covered by the data :

Two

## A list of sustainability-related courses offered :

Sustainability-Related

HS838 Systems Dynamics

MD028 Marine Policy

ES002 Agroecology

HS728 Economic Development: Theory and Case Studies

HE001 Human Ecology Core Course

MD043 Penguins to Polar Bears

ES383 Fisheries & Their Management

HS384 Global Environmental Politics Theory and Practice

HS543 Community Planning and Decision-Making

HS748 The Road to Copenhagen (I know it's dated but it's an example)

HS811 Hunger, Food security and Food Sovereignty

HS845 Refining Food Systems Efficiency

HS851 Tutorial Advanced Climate Policy

ES545 Electric Vehicles: A Hands on Intro

**The website URL where the sustainability course inventory that includes a list of sustainability-related courses is posted :**

---

**A copy of the sustainability course inventory :**

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# Sustainability Courses by Department

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

Institution's academic departments (or equivalent) offer sustainability-related and/or sustainability- focused courses.

---

*"---" indicates that no data was submitted for this field*

## The number of departments that offer at least one sustainability-related or -focused course :

1

## The total number of departments that offer courses :

1

## A list of departments that offer sustainability courses :

College of the Atlantic is an interdisciplinary college with no departments. We offer one major, in Human Ecology. We emphasize environmental and social sustainability. It is inherent in our campus life and is discussed in many courses. We do not have a separate course listing for sustainability-related or -focused course because so many of our courses are about or touch on sustainability. (We may put a listing up though before we submit this survey.) Provided below is a link to all of our courses in the Environmental Sciences area.

## The website URL where the publicly available sustainability course inventory that includes a list of departments that offer sustainability courses is available :

[http://www.coa.edu/course-listings\\_aosenvironmental-sciences.htm](http://www.coa.edu/course-listings_aosenvironmental-sciences.htm)

## A copy of the sustainability course inventory :

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# Sustainability Learning Outcomes

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

Institution's students graduate from programs that include sustainability as a required learning outcome or include multiple sustainability learning outcomes.

For this credit, learning outcomes at the course level count if the course is required to earn the degree. This credit includes graduate as well as undergraduate programs. For this credit, "programs" include majors, minors, concentrations, certificates, and other academic designations. Programs that include co-curricular aspects may count as long as there is an academic component of the program.

---

### Submission Note:

College of the Atlantic's one major in human ecology requires that each student write an essay about what human ecology means to them. You will need to decide whether this fulfills the requirements for a sustainability outcome!

*"---" indicates that no data was submitted for this field*

### The number of graduates covered by the sustainability learning outcomes :

350

### Total number of graduates :

360

### A list of degree programs that have sustainability learning outcomes :

human ecology

BA

MPhil

### The website URL where the publicly available sustainability course inventory that includes a list of degree programs that have specified sustainability learning outcomes is available :

<http://www.coa.edu/degree-requirements.htm>

### A copy of the sustainability course inventory :

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**A list or sample of the sustainability learning outcomes associated with the degree programs :**

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# Undergraduate Program in Sustainability

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## Responsible Party

**Craig Ten Broeck**  
Director of Sustainability  
Office of the President

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## Criteria

Institution offers at least one sustainability-focused undergraduate major, degree program, or equivalent.

The degree program does not have to include sustainability in its name to count for this credit. Environmental Studies programs, for example, count as long as the program covers the social, economic, and environmental dimensions of sustainability. A program that focuses exclusively on environmental or social issues, however, would not be sufficient to earn this credit.

Concentrations within a major (e.g. a concentration on sustainable business within the business major) do not count for this credit.

---

*"---" indicates that no data was submitted for this field*

## Does the institution offer an undergraduate degree program that meets the criteria for this credit? :

Yes

## The name of the sustainability-focused, undergraduate degree program (1st program) :

B.A. in Human Ecology

## The website URL for the program (1st program) :

<http://www.coa.edu/degree-requirements.htm>

## The name of the sustainability-focused, undergraduate degree program (2nd program) :

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## The website URL for the program (2nd program) :

---

## The name of the sustainability-focused, undergraduate degree program (3rd program) :

---

## The website URL for the program (3rd program) :

---

## The name and website URLs of all other sustainability-focused, undergraduate degree program(s) :

[Campus Sustainability Data Collector](#) | [AASHE](#) | [Sierra Magazine](#)

All COA students graduate with a B.A. in Human Ecology and will be exposed to sustainability concepts in their daily campus life in every area of the college. For organizational purposes, however, COA loosely divides its curriculum into three resource areas:

- » Arts and Design
- » Environmental Sciences
- » Human Studies

Students may further specialize by selecting courses and projects from the following focus areas:

- » Arts & Design
- » Field Ecology and Conservation Biology
- » Educational Studies
- » Ecological Policy and Planning
- » International Studies
- » Literature and Writing
- » Marine Studies
- » Sustainable Business
- » Sustainable Food Systems

students can pursue sustainability issues through any one of these areas

# Graduate Program in Sustainability

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

Institution offers at least one sustainability-focused degree program or equivalent for graduate students.

The degree program does not have to include sustainability in its name to count for this credit. Environmental Studies programs, for example, count for this credit as long as the program covers the social, economic, and environmental dimensions of sustainability. A program that focuses exclusively on environmental or social issues, however, would not be sufficient to earn this credit.

Concentrations within a degree program (e.g. a concentration on sustainable business within an MBA program) do not count for this credit.

---

*"---" indicates that no data was submitted for this field*

## Does the institution offer a graduate degree program that meets the criteria for this credit? :

Yes

## The name of the sustainability-focused, graduate-level degree program (1st program) :

M.Phil. degree in Human Ecology

## The website URL for the program (1st program) :

<http://www.coa.edu/graduate-program.htm>

## The name of the sustainability-focused, graduate-level degree program (2nd program) :

---

## The website URL for the program (2nd program) :

---

## The name of the sustainability-focused, graduate-level degree program (3rd program) :

---

## The website URL for the program (3rd program) :

---

**The name and website URLs of all other sustainability-focused, graduate-level degree program(s) :**

College of the Atlantic's graduate program provides opportunities for a select group of advanced students to pursue cross-disciplinary scholarship and research in close association with a team of faculty mentors. Students earn the Master of Philosophy in Human Ecology. The M.Phil. program has two important elements. The first is essentially preparatory and consists of nine courses that serve as the foundation for advanced independent work by the candidate. These courses are expected to cover a range of topics and yet facilitate the clear development of a theme of study. The second element of the program is the thesis, which is expected to be a work of original scholarship developed in close working association with the thesis committee.

# Sustainability Immersive Experience

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability  
Office of the President

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## Criteria

Institution offers at least one immersive, sustainability-focused educational study program. The program(s) may take place off-campus, overseas, or on-campus.

For this credit, the program meets one or both of the following criteria:

- it concentrates on sustainability, including its social, economic, and environmental dimensions or
- it examines an issue or topic using sustainability as a lens.

Immersive programs offered in partnership with outside entities may count for this credit. Programs offered exclusively by outside entities do not count for this credit.

---

*"---" indicates that no data was submitted for this field*

## Does the institution offer a program that meets the criteria for this credit? :

Yes

## A brief description of the sustainability-focused immersive experience(s) offered by the institution :

A COA internship is required as part of each student's academic program and is as varied as each individual human ecologist. The COA internship is a practical exercise in applying academics to the world of work. The goals of an internship are to expose each student to the experience of :

- \*Making decisions regarding career options
- \*Marketing themselves to potential employers
- \*Carrying out the duties and responsibilities of a job
- \*Participating as part of a larger community work force
- \*Bringing those new perspectives back to campus to reflect upon and share with classmates/faculty.

Internships may focus on work related to sustainability as well as other topics. The College maintains the Office of Internships and Career Services as a source of information and guidance in investigating and selecting internships.

## The website URL where information about the immersive experience is available :

<http://www.coa.edu/internship-and-career-services.htm>



# Sustainability Literacy Assessment

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

### *Part 1*

Institution conducts an assessment of the sustainability literacy of its students. The sustainability literacy assessment focuses on knowledge of sustainability topics, not values or beliefs.

### *Part 2*

Institution conducts a follow-up assessment of the same cohort group using the same instrument.

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This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Incentives for Developing Sustainability Courses

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

Institution has an ongoing program or programs that offer incentives for faculty in multiple disciplines or departments to develop new sustainability courses and/or incorporate sustainability into existing courses or departments. The program aims to increase student learning of sustainability.

Incentives may include release time, funding for professional development, and trainings offered by the institution.

Incentives for expanding sustainability offerings in academic, non-credit, and/or continuing education courses count for this credit.

---

This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Research

This subcategory seeks to recognize institutions that are conducting research related to or focused on sustainability. Conducting research is a major function of many colleges and universities. By researching sustainability issues and refining theories and concepts, higher education institutions can continue to help the world understand sustainability challenges and develop new technologies, strategies, and approaches to address those challenges.

---

## From the institution:

Recently, and currently, COA faculty, staff and students are engaged in many areas of research of interest to AASHE and Sierra. Among them are:

- the viability of renewable (wood) heating in rural Maine
- phytoremediation - using plants that can hyperaccumulate metals as a means of helping to clean superfund sites
- the economics of incremental energy efficiencies for aging and rural homes, farms, small businesses (see Innovation)
- windpower impacts on migrating birds
- rising sea level impacts on shorebirds among other issues of coastal Maine
- the health of amphibians (tell-tale "canaries in the coal mines) in Maine
- large scale food justice issues
- river conservation
- European refugee justice

and more!

<b>Credit</b>
Sustainability Research Identification
Faculty Engaged in Sustainability Research
Departments Engaged in Sustainability Research
Sustainability Research Incentives
Interdisciplinary Research in Tenure and Promotion

# Sustainability Research Identification

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability  
Office of the President

---

## Criteria

### Part 1

Institution has developed a definition of sustainability research. The definition was developed by a committee comprised of at least three faculty members from different departments who conduct research. The committee may include students, staff, and other stakeholders as well. The definition does not have to be formally adopted.

### Part 2

Institution has identified its sustainability research activities and initiatives. This research inventory should include all research centers, laboratories, departments, and faculty members whose research focuses on or is related to sustainability.

### Part 3

Institution makes its sustainability research inventory publicly available online.

---

## Submission Note:

Our faculty is not tenured. We do not identify research as being sustainability oriented even though some is, such as the recent EPSCoR Woodshed Project that looked at using sustainable, renewable, indigenous wood fuel for home heating to reduce dependence on oil and propane and their associated global warming effects.

This credit was marked as **Not Applicable** for the following reason:

*Research is not considered during faculty tenure and promotion decisions.*

# Faculty Engaged in Sustainability Research

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

Institution's faculty members conduct research on sustainability topics.

Any level of sustainability research by a faculty member is sufficient to be included for this credit. In other words, a faculty member who conducts both sustainability research and other research may be included.

---

## Submission Note:

other websites:

Food Systems:

[http://www.coa.edu/press-releases\\_1035.htm](http://www.coa.edu/press-releases_1035.htm)

additional work will be posted on the college's new newsworthy site as time allows...

"---" indicates that no data was submitted for this field

## The number of faculty members engaged in sustainability research :

18

## The total number of faculty members engaged in research :

32

## Names and department affiliations of faculty engaged in sustainability research :

Molly Anderson, food systems

John Anderson, biologist

Elmer Beal, anthropologist, food systems

Ryan Bouldin, chemist

Rich Borden, psychologist

Don Cass, chemist

Ken Cline, environmental law

Gray Cox, political economist

Anna Demeo, physics

Jay Friedlander, sustainable business  
Helen Hess, biologist  
Isabel Mancinelli, panning  
Suzanne Morse, botanist, gardens  
Chris Petersen, biologist  
Stephen Ressel, biologist  
Nishanta Rajakaruna, botanist  
Doreen Stabinsky, international policy  
Davis Taylor, economics

**The website URL where the sustainability research inventory that includes the names and department affiliations of faculty engaged in sustainability research is posted :**

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**A copy of the sustainability research inventory that includes the names and department affiliations of faculty engaged in sustainability research :**

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**Brief descriptions of up to 4 recent notable accomplishments by faculty engaged in sustainability research, including names and department affiliations :**

1. Don Cass, Gray Cox, Davis Taylor, along with students, researched the history, sustainability, and desirability of encouraging wood as a renewable heating source in the region, via a grant from EPA.
2. Anna Demeo and students researched incremental sustainable strategies for use by small farms or businesses, using a grant from EPA.
3. Molly Anderson focused on Food Systems and education, and presented a conference on the subject
4. Nishanta Rajakaruna investigates phytoremediation, the use of plants to clean up metal-contaminated soil,

**The website URL where information about sustainability research is available :**

<http://nrajakaruna.wordpress.com/>

# Departments Engaged in Sustainability Research

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

Institution's academic departments include faculty members who conduct sustainability research.

Any level of sustainability research by a faculty member in a department is sufficient for this credit.

---

*"---" indicates that no data was submitted for this field*

## The total number of academic departments that conduct research :

1

## The number of academic departments in which at least one faculty member engages in sustainability research :

1

## A list of academic departments in which at least one faculty member engages in sustainability research :

COA is not divided into departments. As the college has grown, the faculty remains non-departmental to allow for interdisciplinary teaching and research and to foster cross-disciplinary dialogue. See answer to ER-16.

For organizational purposes, however, COA loosely divides its curriculum into three resource areas:

- » Arts and Design
- » Environmental Sciences
- » Human Studies

## The website URL where the sustainability research inventory that includes the departments engaged in sustainability research is posted :

---

## A copy of the sustainability research inventory that includes the departments engaged in sustainability research :

---

# Sustainability Research Incentives

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability  
Office of the President

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## Criteria

### Part 1

Institution has an ongoing program to encourage students in multiple disciplines or academic programs to conduct research in sustainability. The program provides students with incentives to research sustainability. Such incentives may include, but are not limited to, fellowships, financial support, and mentorships.

### Part 2

Institution has an ongoing program to encourage faculty from multiple disciplines or academic programs to conduct research in sustainability topics. The program provides faculty with incentives to research sustainability. Such incentives may include, but are not limited to, fellowships, financial support, and faculty development workshops.

---

This credit was marked as **Not Applicable** for the following reason:

*Research is not considered during faculty tenure and promotion decisions.*

# Interdisciplinary Research in Tenure and Promotion

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## Responsible Party

**Craig Ten Broeck**  
Director of Sustainability  
Office of the President

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## Criteria

Institution gives positive recognition to interdisciplinary, transdisciplinary, and multidisciplinary research during faculty promotion and tenure decisions.

---

*"---" indicates that no data was submitted for this field*

## Does the institution's treatment of interdisciplinary research meet the criteria for this credit? :

Yes

## A brief description or a copy of the institution's policy regarding interdisciplinary research :

COA is an interdisciplinary college. We do not have departments. We also do not have tenure! But faculty member are encouraged to work together, for instance, our psychologist works with our planner in teaching community planning.

## The website URL where information about the treatment of interdisciplinary research is available :

<http://www.coa.edu/course-listings.htm>

# Operations

## Buildings

This subcategory seeks to recognize institutions that are taking steps to improve the sustainability performance of their buildings. Buildings are generally the largest user of energy and the largest source of greenhouse gas emissions on campuses. Buildings also use significant amounts of potable water. Institutions can design, build, and maintain buildings in ways that provide a safe and healthy indoor environment for inhabitants while simultaneously mitigating the building's impact on the outdoor environment.

---

**From the institution:**

COA opted not to go for LEED certification in our KWD Student Residence Village, because the expense is quite high. Our architects do assure us that we are LEED-equivalent.

<b>Credit</b>
Building Operations and Maintenance
Building Design and Construction
Indoor Air Quality

# Building Operations and Maintenance

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability  
Office of the President

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## Criteria

Institution owns and operates buildings that are:

1) Certified under the LEED® for Existing Buildings: Operations & Maintenance (O&M) Green Building Rating System,

and/or

2) Operated and maintained in accordance with sustainable operations and maintenance guidelines and policies that cover the following:

- Impacts on the surrounding site
  - Energy consumption
  - Usage of environmentally preferable materials
  - Indoor environmental quality
  - Water consumption
- 

This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Building Design and Construction

---

## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

Institution-owned buildings that were constructed or underwent major renovations in the past three years are:

1) Certified under the LEED® for New Construction and Major Renovations, LEED for Commercial Interiors, and/or LEED for Core and Shell Green Building Rating Systems,

and/or

2) Designed and built in accordance with green building guidelines and policies that cover the following topics:

- Impacts on the surrounding site
  - Energy consumption
  - Usage of environmentally preferable materials
  - Indoor environmental quality
  - Water consumption
- 

"---" indicates that no data was submitted for this field

## **New building space that meets "Eligible Buildings Criteria" :**

28500 *Square Feet*

## **New building space that was designed and constructed in accordance with green building policies or guidelines but not LEED certified :**

28500 *Square Feet*

## **New building space that is LEED Certified :**

0 *Square Feet*

## **New building space that is LEED Silver certified :**

0 *Square Feet*

## **New building space that is LEED Gold certified :**

0 *Square Feet*

**New building space that is LEED Platinum certified :**

*0 Square Feet*

**The website URL where a copy of the institution's guidelines or policies for green building is available :**

<http://www.coa.edu/Assets/homepage/AboutCOA/kwddeeringbooklet.pdf>

**An electronic copy of the guidelines or policies :**

---

**The date(s) the policies or guidelines were adopted :**

---

**A brief description of how the institution ensures compliance with green building design and construction guidelines and policies :**

Our policies for green buildings are reflected in the document describing the green attributes of the Kathryn W. Davis Student Residence Village and the new Deering Common Campus Center (a renovated ocean front summer home. We do not have a policy document signed by the College's president or Board of Trustees, but the standards set and described in the document will guide all future construction. The two buildings referenced were constructed/renovated in 2008.

**The names of all buildings that are certified under the LEED for New Construction and Major Renovations, LEED for Commercial Interiors, and/or LEED for Core and Shell Green Building Rating Systems :**

---

**The names of all buildings designed and constructed in accordance with green building guidelines and policies but not LEED certified :**

---

## Indoor Air Quality

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### Responsible Party

**Craig Ten Broeck**

Director of Sustainability  
Office of the President

---

### Criteria

Institution has adopted an indoor air quality management policy, plan, and/or practices that include regular auditing or monitoring and a mechanism for occupants to register complaints. Policies and plans adopted by entities of which the institution is part (e.g. state government or the university system) may count for this credit as long as the policies apply to and are followed by the institution.

---

This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Climate

This subcategory seeks to recognize institutions that are measuring and reducing their greenhouse gas emissions. Global warming is expected to have myriad negative impacts throughout the world, including increased frequency and potency of extreme weather events, sea level rise, species extinction, water shortages, declining agricultural production, and spread of diseases. The impacts are expected to be particularly pronounced for poor communities and countries.

<b>Credit</b>
Greenhouse Gas Emissions Inventory
Greenhouse Gas Emissions Reduction
Air Travel Emissions
Local Offsets Program

# Greenhouse Gas Emissions Inventory

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

### Part 1

Institution has conducted a GHG emissions inventory covering its Scope 1 and Scope 2 emissions. The GHG emissions inventory is publicly available, either through the American College & University Presidents' Climate Commitment reporting site, the institution's website, or another public website.

### Part 2

Institution has conducted a GHG emissions inventory covering Scope 3 emissions. The GHG emissions inventory is publicly available, either through the American College & University Presidents' Climate Commitment reporting site, the institution's website, or another public website.

---

### Submission Note:

COA uses the Clean Air--Cool Planet carbon calculator and has since 2006.

"---" indicates that no data was submitted for this field

### The website URL where the GHG emissions inventory is posted :

<http://rs.acupcc.org/ghg/2167/>

### Does the inventory include all Scope 1 and 2 emissions? :

Yes

### Does the inventory include emissions from air travel? :

Yes

### Does the inventory include emissions from commuting? :

Yes

### Does the inventory include embodied emissions from food purchases? :

No

**Does the inventory include embodied emissions from other purchased products? :**

No

**Does the inventory include emissions from solid waste disposal? :**

Yes

**Does the inventory include another Scope 3 emissions source not covered above? :**

No

**If yes, please specify :**

---

**Does the inventory include a second Scope 3 emissions source not covered above? :**

No

**If yes, please specify :**

---

**Does the inventory include a third Scope 3 emissions source not covered above? :**

No

**If yes, please specify :**

---

**Does the inventory include a fourth Scope 3 emissions source not covered above? :**

No

**If yes, please specify :**

---

# Greenhouse Gas Emissions Reduction

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

Institution reduced its net Scope 1 and Scope 2 GHG emissions per weighted campus user compared to a 2005 baseline.

For this credit, off-site, institution-catalyzed carbon offsets (i.e. those popularly known as “local offsets”) count in full. Purchased carbon offsets that have been verified by a third party may count towards a portion of the reduction. Purchased offsets that have not been third-party verified do not count.

To conduct a GHG emissions inventory, campuses may use any methodology and/or calculator that is consistent with the Greenhouse Gas Protocol's Corporate Accounting and Reporting Standards.

The baseline GHG emissions inventory should include the same emissions sources as the performance year emissions inventory.

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This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

## Air Travel Emissions

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**Responsible Party**

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Local Offsets Program

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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### Submission Note:

COA students work to reduce emissions in various ways in the local community - from providing organic food, to offering lightbulb exchange for CFLS, to demonstrating possibilities for energy efficiency, but we don't use these to offset campus emissions.

This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Dining Services

This subcategory seeks to recognize institutions that are supporting a sustainable food system. Modern industrial food production often has deleterious environmental impacts. Pesticides and fertilizers used in agriculture can contaminate ground and surface water, which has potentially dangerous impacts on wildlife and human health. Furthermore, the often long-distance transportation of food to institutions produces greenhouse gas emissions and other pollution. Additionally, farm workers are often paid substandard wages, subjected to harsh working conditions, and exposed to dangerous pesticides. Institutions can use their food purchases to support their local economies; encourage safe, environmentally-friendly farming methods; and help alleviate poverty for farmers.

Please note that while dining services can also play an important role in conserving energy and water, reducing waste, and purchasing environmentally preferable materials other than food, STARS measures these impacts across the institution instead of by department; therefore, the benefits of these actions are captured in the Energy, Water, Waste, and Purchasing subcategories, respectively.

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## From the institution:

Because COA students are part of the planning of everything that is done on campus - and because COA students care about what they eat, COA began as a vegetarian campus. Eventually, meat options were included in the dining hall, and then vegan options. In the 1970s, COA chefs were traveling to Portland and even Boston to get inexpensive, fresh and organic food. It's easier now.

When COA students did the research to join the Real Food Campus Commitment, they discovered that for years, COA has exceeded the 20 percent level of organic, fair trade, and local food that other colleges are pledging to attain by 2020. Currently, nearly 30 percent of COA food is “real” according to the standards of the commitment.

Here's more on the commitment:

<http://newsworthy.coa.edu/2012/04/committing-to-real-food/>

<b>Credit</b>
Food and Beverage Purchasing
Trayless Dining
Vegan Dining
Trans-Fats
Guidelines for Franchisees
Pre-Consumer Food Waste Composting
PostConsumer Food Waste Composting
Food Donation
Recycled Content Napkins
Reusable Container Discounts
Reusable To-Go Containers

# Food and Beverage Purchasing

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability  
Office of the President

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## Criteria

This credit includes food and beverage purchases for on-campus dining services operated by the institution or the institution's primary on-site contractor. Institution purchases food and beverages that meet at least one of the following criteria:

- Grown and processed within 250 miles of the institution
- Third-party certified (USDA Certified Organic, Marine Stewardship Council Blue Ecolabel, Food Alliance, Fair Trade, Certified Humane Raised and Handled)

Food and beverage purchases that meet multiple criteria listed above should not be double-counted.

This credit includes food and beverage purchases for on-campus dining operations and catering services operated by the institution or the institution's primary dining services contractor (e.g. Aramark, Bon Appétit Management Company, Chartwells, Sodexo). On-site franchises, convenience stores, vending machines, or concessions are excluded from this credit unless they are operated by the institution or the institution's primary on-site contractor..

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"---" indicates that no data was submitted for this field

## Percentage of food expenditures that meet one or more of the criteria for this credit (0 - 100) :

35

## A brief description of the sustainable food and beverage purchasing program :

### Mission and Vision:

COA Dining Services is committed to providing high quality, healthy, delicious and predominately hand-prepared meals incorporating the use of local and organic food products whenever possible. We offer affordable meals at Blair Dining Hall and Sea Urchin Café during the week and provide catering for college events, meetings, and celebrations. Dining Services are a vital part of the COA community and we want to promote healthy selections to support a healthy lifestyle. By considering the environmental, social, economic and political impacts of food, we are able to prepare meals that promote the values of the college while remaining committed to providing excellent and responsive service. We strive to be a center for food education and experiential learning for the COA community and beyond.

COA is among the inaugural signers of the Real Food Campus Commitment, though COA has exceeded the 20 percent level of organic, fair trade, and local food that other colleges are pledging to attain by 2020. Currently, nearly 30 percent of COA food is "real" according to the standards of the commitment.

**The Website URL where information about the institution's sustainable food and beverage purchasing efforts is available :**

<http://www.coa.edu/assets/student-services/kitchenfaq.pdf>

# Trayless Dining

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

**Does the institution have a trayless dining program in which trays are removed from or not available in dining halls?**

:

Yes

**A brief description of the trayless dining program :**

Several years ago we removed all trays from the Take-A-Break cafeteria. Diners take their bowls, plates, and cups to a receiving area where they scrap food into bins that go to the composting area. The tray-less program is not mentioned on our website because it has been in place for a few years now. The URL link below shows students eating in the cafeteria, you will note that there are no trays at the table.

**List the year the program was started :**

Sept. 1, 2009

**The overall percentage of meals served on campus that are trayless :**

100

**The percentage of meal plan meals served on campus that are trayless :**

100

**The percentage of retail facility meals served on campus that are trayless :**

100

**The percentage of conference meals served on campus that are trayless :**

100

**The website URL where information about the program is available :**

<http://www.coa.edu/dining.htm>

## Vegan Dining

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**Responsible Party**

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

**Does the institution offer diverse, complete-protein vegan dining options during every meal? :**

Yes

**A brief description of the vegan dining program :**

The college offers 15 meals a week. At each meal, there are vegetarian and vegan meal options served.

**The website URL where information about the program, policy, or practice is available :**

<http://www.coa.edu/assets/studentservices/kitchenfaq.pdf>

# Trans-Fats

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

**Does the institution use frying oil that does not include trans-fats and seek to avoid foods that include trans-fats in its dining operations? :**

Yes

**A brief description of the trans-fats avoidance program, policy, or practice :**

The kitchen mostly uses canola and extra virgin olive oil for cooking. In some cases we use sesame oil or other flavoring oils.

**The website URL where information about the program, policy, or practice is available :**

<http://www.coa.edu/assets/student-services/kitchenfaq.pdf>

## Guidelines for Franchisees

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**Responsible Party**

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

**Has the institution adopted sustainability policies or guidelines for food service franchisees operating on campus? :**

No

**A brief description of the guidelines for franchisees :**

We do not use food service franchisees instead our own college staff purchase food from local and organic sources when possible and use a food service for food items. With the help of work study students the kitchen staff prepares meals from scratch on campus. Visit

<http://www.coa.edu/dining.htm>

**The website URL where information about the guidelines is available :**

<http://www.coa.edu/assets/studentervices/kitchenfaq.pdf>

# Pre-Consumer Food Waste Composting

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

### **Does the institution have a pre-consumer food waste composting program? :**

Yes

### **A brief description of the pre-consumer food waste composting program :**

During food preparation the kitchen staff collects scraps from the meal prep process. These are placed in bins behind the cafeteria and picked up by work study students to be taken to the nearby composting bins in the community garden area. Visit

<http://www.coa.edu/sustainablecampus.htm>

### **The overall percentage of meals for which pre-consumer scraps are composted :**

100

### **The percentage of meal plan meals for which pre-consumer scraps are composted :**

100

### **The percentage of retail facility meals for which pre-consumer scraps are composted :**

100

### **The percentage of conference meals for which pre-consumer scraps are composted :**

100

### **The website URL where information about the composting program is available :**

<http://www.coa.edu/assets/studentervices/kitchenfaq.pdf>

# PostConsumer Food Waste Composting

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

### **Does the institution have a postconsumer food waste composting program? :**

Yes

### **A brief description of the postconsumer food waste composting program :**

Post-consumer food "waste" is scraped from plates and bowls by diners into bins at the dish receiving area. This "waste" also includes napkins. These bins are collected regularly during the day and taken outside to the back of the kitchen area where they are picked up by work study students and deposited in the compost bins in the community gardens. Visit

<http://www.coa.edu/sustainablecampus.htm>

### **The percentage of overall meals for which postconsumer composting is available :**

100

### **The percentage of meal plan meals for which postconsumer composting is available :**

100

### **The percentage of retail facilities for which postconsumer composting is available :**

100

### **The percentage of conference meals for which postconsumer composting is available :**

100

### **The website URL where information about the composting program is available :**

<http://www.coa.edu/assets/student-services/kitchenfaq.pdf>

## Food Donation

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**Responsible Party**

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

**Does the institution donate leftover or surplus food? :**

Yes

**A brief description of the food donation program :**

We donate food to the Bar Harbor Food Pantry and to the Emmanus Shelter in Ellsworth. We often provide leftovers for animal consumption or composting to interested parties. We do not list on our website where our food is donated. Our website is primarily for prospective and current students and focuses on our co-curricular and academic programs.

**The website URL where information about the food donation program is available :**

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## Recycled Content Napkins

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**Responsible Party**

**Craig Ten Broeck**

Director of Sustainability  
Office of the President

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*"---" indicates that no data was submitted for this field*

**Does the institution use recycled content napkins in its dining service operations? :**

Yes

**A brief description of the purchasing behavior :**

Our dining service managers confirm that they use 100% recycled content napkins.

**The website URL where information about the purchasing is available :**

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# Reusable Container Discounts

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

## **Does campus dining operations offer discounts to customers who use reusable mugs instead of disposable cups in to-go food service operations? :**

Yes

## **A brief description of the reusable mug program :**

If you bring your own coffee mug then the cost of coffee, for example, is half price. Students frequently encourage classmates to use their own mugs and even plates; more and more students, faculty, and staff walk around campus with their own drinking vessels.

## **Amount of the discount offered for using reusable mugs :**

0.50

## **Description of other reusable food- or beverage-related programs (e.g. incentives for use of reusable bags, dishware, to-go containers) :**

Students are given stainless steel bottles at orientation.

## **The website URL where information about the reusable mug discount program is available :**

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## Reusable To-Go Containers

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### Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

**Does campus dining operations provide reusable containers for to-go food that are returned for cleaning and reuse? :**

Yes

**A brief description of the reusable to-go container program :**

Students are allowed to take dishes, bowls, cups and silverware from the cafeteria but are asked to return them. While this program, for the most part eliminates non reuseable containers,the cafeteria frequently runs out of dinnerware because not everyone returns what they "borrow". Breakage costs the cafeteria management about \$2,000 a year. Kitchen staff also save and clean plastic containers such as yogurt containers to offer to people who are taking food back to their offices. Staff who do this often wash their containers and use them quite a few times.

**The website URL where information about the reusable to-go container program is available :**

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# Energy

This subcategory seeks to recognize institutions that are reducing their energy consumption through conservation and efficiency, and switching to cleaner and renewable sources of energy such as solar, wind, geothermal, and low-impact hydropower. For most institutions, energy consumption is the largest source of greenhouse gas emissions, which cause global warming. Global warming is expected to have myriad negative impacts throughout the world, including increased frequency and potency of extreme weather events, sea level rise, species extinction, water shortages, declining agricultural production, and spread of diseases. The impacts are expected to be particularly pronounced for poor communities and countries. In addition to causing global warming, energy generation from fossil fuels, especially coal, produces air pollutants such as sulfur dioxide, nitrogen oxides, mercury, dioxins, arsenic, cadmium and lead. These pollutants contribute to acid rain as well as health problems such as heart and respiratory diseases and cancer. Coal mining and oil and gas drilling can also damage environmentally and/or culturally significant ecosystems. Nuclear power creates highly toxic and long-lasting radioactive waste. Large-scale hydropower floods habitat and disrupts fish migration.

Implementing conservation measures and switching to renewable sources of energy can help institutions save money and protect them from utility rate volatility. Renewable energy may be generated locally and allow campuses to support local economic development. Furthermore, institutions can help shape markets by creating demand for cleaner, renewable sources of energy.

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## From the institution:

Much of the COA campus incorporates summer "cottages" - actually large homes - built on the coast of Maine in the late 1800s. We work to retain their historic presence and attain our desire for sustainability. It is a balancing act.

Recently, we designed and built state of the art student residences with wood pellet heating and compostable toilets. Since then, we've concentrated on raising the efficiency of existing buildings.

It's interesting to note that in the 1970s, COA had one of the first sustainable design programs in the nation, with sustainable buildings designed and built by students over the course of several years.

<b>Credit</b>
Building Energy Consumption
Clean and Renewable Energy
Timers for Temperature Control
Lighting Sensors
LED Lighting
Vending Machine Sensors
Energy Management System
Energy Metering

# Building Energy Consumption

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

Institution has reduced its total building energy consumption per gross square foot of building space compared to a 2005 baseline.

To aggregate energy consumption data from multiple sources, figures should be converted into MMBtu (one million British thermal units – a standard measure of energy) using the following equivalents:

1 kWh = 0.003412 MMBtu

1 MWh = 3.412 MMBtu

1 therm = 0.1 MMBtu

1 kBtu = 0.001 MMBtu

1 ton-hour = 0.012 MMBtu

1 MJ = 0.000948 MMBtu

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## Submission Note:

The decrease in electricity use is likely due to switching to CFLs and to changes made by Johnson Controls, Inc. in 2008.

Heating fuel use has shown a steady downward trend over the last two years, but may be weather dependent. Increase in building space between 2005 and 2011 was due to new student residences built in 2008 and a campus center created by renovating an old oceanfront cottage. Both buildings are super energy efficient.

"---" indicates that no data was submitted for this field

## Total building energy consumption, 2005 :

15366 MMBtu

## Building space, 2005 :

112237 Gross Square Feet

## Total building energy consumption, performance year :

13408 MMBtu

**Building space, performance year :**

143137 *Gross Square Feet*

**List the start and end dates of the energy consumption performance year :**

July 1, 2010 - June 30, 2011

## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

Institution supports the development and use of clean and renewable energy sources using any one or combination of the following options.

Option 1: Generating electricity from clean and renewable energy sources on campus and retaining or retiring the rights to the environmental attributes of such electricity. (In other words, if the institution has sold Renewable Energy Credits for the clean and renewable energy it generated, it may not claim such energy here). The on-site renewable energy generating devices may be owned and/or maintained by another party as long as the institution has contractual rights to the associated environmental attributes.

Option 2: Using renewable sources for non-electric, on-site energy generation, such as biomass for heating.

Option 3: Catalyzing the development of off-site clean and renewable energy sources (e.g. an off-campus wind farm that was designed and built to supply electricity to the institution) and retaining the environmental attributes of that energy.

Option 4: Purchasing the environmental attributes of electricity in the form of Renewable Energy Certificates (RECs) or other similar renewable energy products that are either Green-e Energy certified or meet Green-e Energy's technical requirements and are verified as such by a third party, or purchasing renewable electricity through the institution's electric utility through a certified green power purchasing option.

Option 5: Using cogeneration technologies to generate electricity more efficiently. Note: generating electricity using cogeneration technology and a renewable fuel, such as biomass, is considered Option 1 and should not be counted twice.

Since this credit is intended to recognize institutions that are generating new sources of clean and renewable energy, neither the electric grid mix for the region in which the institution is located nor the grid mix reported by the electric utility that serves the institution count for this credit.

Technologies that reduce the amount of energy used but do not generate renewable energy do not count for this credit. For example, daylighting, passive solar design, and ground-source heat pumps are not counted in this credit. The benefits of such strategies are captured by *OP Credit 5: Greenhouse Gas Emissions Reductions* and *OP Credit 7: Building Energy Consumption*.

Transportation fuels, which are covered by *OP Credit 14: Campus Fleet*, are not included in this credit.

To aggregate energy consumption data from multiple sources, figures should be converted into MMBtu (one million British thermal units – a standard measure of energy) using the following equivalents:

1 kWh = 0.003412 MMBtu

1 MWh = 3.412 MMBtu

1 therm = 0.1 MMBtu

1 kBtu = 0.001 MMBtu

1 ton-hour = 0.012 MMBtu

1 MJ = 0.000948 MMBTU

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"---" indicates that no data was submitted for this field

**Option 1: Total clean and renewable electricity generated on site during the performance year and for which the institution retains or has retired the associated environmental attributes :**

31 MMBtu

**Option 2: Non-electric renewable energy generated :**

1066 MMBtu

**Option 3: Total clean and renewable electricity generated by off-site projects that the institution catalyzed and for which the institution retains or has retired the associated environmental attributes :**

0 MMBtu

**Option 4: Total RECs and other similar renewable energy products that the institution purchased during the performance year that are Green-e certified or meet the Green-e standard's technical requirements and are third party verified :**

5394 MMBtu

**Option 5: Total electricity generated with cogeneration technology using non-renewable fuel sources :**

0 MMBtu

**Total energy consumed during the performance year :**

13408 MMBtu

**A brief description of on-site renewable electricity generating devices :**

Currently, COA has a small wind turbine and three solar arrays. The turbine was not counted for renewable on-site electricity because its contribution is minute.

**A brief description of on-site renewable non-electric energy devices :**

In 2008, the college installed a 535,000 Btu wood pellet boiler that provides heat and domestic hot water to 28,500 square feet of new building space-student residences and a campus center.

**A brief description of off-site, institution-catalyzed, renewable electricity generating devices :**

None.

**A brief description of RECs or other similar renewable energy products purchased during the previous year, including contract timeframes :**

All of the college's electricity is covered by RECs purchased as the electricity is used. The RECs are provided by Constellation NewEnergy and are called NewWind RECs generated by wind farms in the Midwest.

**A brief description of cogeneration technologies deployed :**

None.

**The website URL where information about the institution's renewable energy sources is available :**

<http://www.coa.edu/index.htm>

# Timers for Temperature Control

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**Responsible Party**

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

**Does the institution use timers to regulate temperatures based on occupancy hours in at least one building? :**

Yes

**A brief description of the technology used :**

A programmable thermostat is used in the Witchcliff office/classroom building. In general, thermostats are set by our Buildings and Grounds staff.

**The percentage of building space (square footage) with timers for temperature control :**

2.40

**The website URL where information about the practice is available :**

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# Lighting Sensors

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability  
Office of the President

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### Submission Note:

Our students are remarkably sensitive to electricity use and will keep the lights in our dining hall off until it is too dark to read. Our bathrooms do not have sensors; instead students - as well as faculty and staff - simply turn the lights on when they enter, and off when they leave - engendering frequent remarks from visitors!

*"---" indicates that no data was submitted for this field*

### Does the institution use motion, infrared, and/or light sensors to reduce energy use for lighting in at least one building? :

Yes

### A brief description of the technology used :

Motion sensors are used to control lights in hallways of all new student residences in the Kathryn W. Davis Residential Village: 19,800 square feet.

### The percentage of building space with lighting sensors :

14

### The website URL where information about the institution's use of the technology is available :

<http://www.coa.edu/Assets/homepage/AboutCOA/kwddeeringbooklet.pdf>

# LED Lighting

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

**Does the institution use Light Emitting Diode (LED) technology in at least one lighting application? LED applications in exit signs and remote controls do not count for this credit. :**

Yes

**A brief description of the technology used :**

LED lighting is used in the new Kathryn W. Davis Student Residences where feasible. Other lights are cfls.

**The percentage of building space with LED lighting :**

14

**The percentage of parking deck space with LED lighting :**

0

**The percentage of outdoor space that uses LED lighting :**

0

**The percentage of building space with efficient, non-LED lighting (compact fluorescent, automatic daylight shutoff, or other energy-saving features) :**

95

**The website URL where information about the institution's use of the technology is available :**

<http://www.coa.edu/Assets/homepage/AboutCOA/kwddeeringbooklet.pdf>

## Vending Machine Sensors

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**Responsible Party**

**Donna Gold**

Director of Public Relations

Public Relations

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**Submission Note:**

COA has two vending machines only.

This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Energy Management System

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**Responsible Party**

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Energy Metering

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**Responsible Party**

**Craig Ten Broeck**

Director of Sustainability  
Office of the President

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*"---" indicates that no data was submitted for this field*

**Does the institution meter all energy consumption (electricity, natural gas, purchased steam, etc.) for at least one building? :**

Yes

**A brief description of the metering system :**

Metering system in the Kathryn W. Davis Residential Village monitors Btus used for heating, electricity and the amount of water used by individual building for each of the 3 duplexes.

**The percentage of building space with energy metering :**

14

**The website URL where information about the metering system is available :**

<http://www.coa.edu/Assets/homepage/AboutCOA/kwddeeringbooklet.pdf>

# Grounds

This subcategory seeks to recognize institutions that plan and maintain their grounds with sustainability in mind. Beautiful and welcoming campus grounds can be planned, planted, and maintained in any region while minimizing the use of toxic chemicals, protecting wildlife habitat, and conserving water and resources.

---

**From the institution:**

In keeping with COA's culture of sustainability, COA's oceanfront campus has always been maintained organically. Recently, landscaping has focused on easier organic maintenance, and there has been a move toward focusing on native species, and plantings to increase pollinators.

In addition, COA has historic gardens that students, staff, and faculty continue to restore.

<b>Credit</b>
Integrated Pest Management
Native Plants
Wildlife Habitat
Tree Campus USA
Snow and Ice Removal
Landscape Waste Composting

# Integrated Pest Management

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

Institution's grounds are developed and maintained in accordance with an integrated pest management plan that adheres to the following four-tiered approach:

- 1) Set action thresholds
  - 2) Monitor and identify pests
  - 3) Prevention
  - 4) Control
- 

"---" indicates that no data was submitted for this field

## The size of the campus grounds :

37 Acres

## The size of campus grounds that are maintained in accordance with a four-tiered IPM plan :

37 Acres

## A brief description of the IPM plan(s) :

We don't use integrated pest management plans, because all of our grounds are strictly maintained using organic standards - no chemical fertilizers or pesticides whatsoever. Since its founding, COA has used mostly native species and some long-naturalized plants for its landscaping to minimize maintenance requirements. No landscape waste goes off-campus. All campus landscaping is maintained using organic methods. The college's Beech Hill Farm is certified as an organic farm by the Maine Organic Farmers and Gardeners Association according to the new federal organic standards. The college's Community Garden has been organic and open to the college's neighbors since its first summer.

## The website URL where information about the IPM plan(s) is available :

<http://www.coa.edu/sustainablecampus.htm>

## Native Plants

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**Responsible Party**

**Craig Ten Broeck**

Director of Sustainability  
Office of the President

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*"---" indicates that no data was submitted for this field*

**Does the institution prioritize the use of native plant species in landscaping? :**

Yes

**A brief description of the native plant program, policy, or practice :**

Since it's founding, COA has used mostly native species and some long-naturalized plants for its landscaping to minimize maintenance requirements.

**The website URL where information about the program, policy, or practice is available :**

<http://www.coa.edu/sustainablecampus.htm>

**Responsible Party**

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

**Does the institution have programs in place to protect and/or create wildlife habitat on institution-owned land? :**

Yes

**A brief description of the wildlife habitat program, policy, or practice :**

At our new Peggy Rockefeller Farms students fenced off riparian areas to prevent animals from grazing down into the stream and to allow for native vegetation benefiting wildlife to grow. Also, we only use organic methods of farming to protect the environment and wildlife. We also surrounded the vegetable crop growing area on Beech Hill Farm with a six foot high fence to keep deer out rather than shooting deer which can be done when they threaten crops.

Additionally, we've been given a wildlife area adjacent to Acadia National Park; to be kept as a natural zone.

**The website URL where information about the program, policy, or practice is available :**

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**Responsible Party**

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Snow and Ice Removal

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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*"---" indicates that no data was submitted for this field*

### **Has the institution implemented technologies or strategies to reduce the environmental impacts of snow and ice removal? :**

Yes

### **A brief description of the snow and ice removal program, policy, or practice :**

Rather than purchasing and using a small snowblower, we shovel much of the area around buildings. (We do plow the driveways and use a larger snowblower for the pedestrian paths.) For ice reduction, we use the most environmentally friendly salt mixture that works that we know of - Dynamelt.

### **The website URL where information about the program, policy, or practice is available :**

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# Landscape Waste Composting

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

## Does the institution compost or mulch waste from grounds keeping, including grass trimmings? :

Yes

## A brief description of the composting or mulching program :

All pre- and post-consumer food waste is composted in the Community Gardens in the winter and spring and at the college's Beech Hill Farm in the summer and fall. All landscape debris including grass and leaves is also composted on the campus in designated piles.

## The percentage of landscape waste that is mulched or composted onsite :

100

## The percentage of landscape waste that is mulched or composted off-site :

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## The website URL where information about the program, policy, or practice is available :

<http://coa.edu/coaccs.htm>

# Purchasing

This subcategory seeks to recognize institutions that are using their purchasing power to help build a sustainable economy. Collectively, colleges and universities spend many billions of dollars on goods and services annually. Each purchasing decision represents an opportunity for institutions to choose environmentally and socially preferable products and services and support companies with strong commitments to sustainability.

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## From the institution:

Again, COA's core culture of sustainability, combined with a necessary and understood frugality, means that the college has been focused on purchasing sustainable, local, recycled goods whenever possible for about as long as we've been buying things.

Much of this is not on our website because it was decided before the web.

Our staff member in charge of purchasing is constantly on the look for sustainable services to assist her purchases, and will also frequently look to local stores for necessary supplies that go beyond office supplies. Sharing and exchanges are common. If community member - whether staff, faculty or student - is getting rid of a file cabinet or table, the item will be noted on campus email - and taken by another office.

<b>Credit</b>
Computer Purchasing
Cleaning Products Purchasing
Office Paper Purchasing
Vendor Code of Conduct
Historically Underutilized Businesses
Local Businesses

# Computer Purchasing

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability  
Office of the President

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## Criteria

### *Part 1*

Institution has an institution-wide stated preference to purchase Electronic Product Environmental Assessment Tool (EPEAT) Silver or higher products. This can take the form of purchasing policies, guidelines, or directives. This credit does not include specialized computers for which no EPEAT certified products are available. Policies and directives adopted by entities of which the institution is part (e.g. state government or the university system) may count for this credit as long as the policies apply to and are followed by the institution.

### *Part 2*

Institution purchases Electronic Product Environmental Assessment Tool (EPEAT) Silver and/or Gold registered products for standard desktop and notebook/laptop computers and monitors. This credit does not include specialized computers for which no EPEAT certified products are available.

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## Submission Note:

We have only one purchaser of institution computers, so it is not necessary to have a posted policy beyond her judgement!

*"---" indicates that no data was submitted for this field*

**Does the institution have an institution-wide stated preference to purchase EPEAT Silver or higher computers and monitors? :**

Yes

**The website URL where the EPEAT policy, directive, or guidelines are posted :**

<http://www.coa.edu/>

**A brief description of steps the institution has taken to ensure that the purchasing policy, directives, or guidelines are followed :**

Here is what the director of our Computer Services said: "For the past 2 years I have been doing all the purchasing and I always try to purchase EPEAT if possible. I know that before I did the purchasing, the previous purchaser also tried to purchase energy star equipment. We do not have any written purchasing policy."

**Does the institution wish to pursue points for Part 2 of this credit (expenditures on EPEAT computers)? :**

No

**Expenditures on EPEAT Gold desktop and laptop computers and monitors :**

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**Expenditures on EPEAT Silver desktop and laptop computers and monitors :**

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**Total expenditures on desktop and laptop computers and monitors :**

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# Cleaning Products Purchasing

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability  
Office of the President

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## Criteria

### *Part 1*

Institution has an institution-wide stated preference to purchase Green Seal™ or EcoLogo™ certified cleaning products. The stated preference can take the form of purchasing policies, guidelines, or directives to purchase green cleaning products. Policies and directives adopted by entities of which the institution is part (e.g. state government or the university system) may count for this credit as long as the policies apply to and are followed by the institution.

### *Part 2*

Institution's main cleaning or housekeeping department(s) and/or contractor(s) purchase Green Seal or EcoLogo certified cleaning products. This credit does not include cleaning products for which no Green Seal or EcoLogo certified products are available.

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"---" indicates that no data was submitted for this field

**Does the institution have an institution-wide stated preference to purchase Green Seal (tm) or EcoLogo (tm) certified cleaning products? :**

Yes

**The website URL where the green cleaning product purchasing policy, directive, or guidelines are posted :**

<http://www.coa.edu/sustainablecampus.htm>

**A brief description of steps the institution has taken to ensure that the purchasing policy, directives, or guidelines are followed :**

The transition from standard cleaning supplies and paper products has been a process that has happened over time: as non-sustainable products have run out, they are replaced with alternative options. "You have to be careful, products can say 'green' or 'natural,' but are not really," said Russell Holway, head custodian at COA.

Holway researches products, even traveling to trade shows to explore alternative options. Cleaners and cleansers are researched before being used. Many "green seal" products are used, but not exclusively. He said that approximately 90% of cleaning products have an environmental rating.

**Does the institution wish to pursue points for Part 2 of this credit (expenditures on cleaning products)? :**

No

**Expenditures on Green Seal and/or EcoLogo certified cleaning products :**

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**Total expenditures on cleaning products :**

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**A copy of the sections of the cleaning contract(s) that reference certified green products :**

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# Office Paper Purchasing

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

### *Part 1*

Institution has an institution-wide stated preference to purchase recycled content office paper. This can take the form of purchasing policies, guidelines, or directives to purchase recycled content office paper. Policies and directives adopted by entities of which the institution is part (e.g. state government or the university system) may count for this credit as long as the policies apply to and are followed by the institution.

### *Part 2*

Institution purchases recycled content office paper.

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---" indicates that no data was submitted for this field

**Does the institution have an institution-wide stated preference to purchase recycled content office paper? :**

Yes

**The URL where the recycled paper policy, directive, or guidelines are posted :**

<http://www.coa.edu/sustainablecampus.htm>

**A brief description of steps the institution has taken to ensure that the purchasing policy, directives, or guidelines are followed :**

For perhaps as long as twenty years, long before COA had a website, COA has required all paper used in offices and for printed materials to be recycled.

Students, staff and faculty go further, using two sides almost exclusively, as they copy. Staff also bind wasted paper together for notes.

The assurance comes from the buy-in to COA's mission.

**Does the institution wish to pursue points for Part 2 of this credit (expenditures on recycled paper)? :**

No

**Expenditures on 10-29 percent recycled-content office paper :**

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**Expenditures on 30-49 percent recycled-content office paper :**

---

**Expenditures on 50-69 percent recycled-content office paper :**

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**Expenditures on 70-89 percent recycled-content office paper (required if claiming points for Part 2) :**

---

**Expenditures on 90-100 percent recycled-content office paper :**

---

**Total expenditures on office paper :**

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# Vendor Code of Conduct

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

Institution has and acts on a vendor code of conduct or equivalent policy that sets expectations about the social and environmental responsibility of vendors with whom the institution does business. Policies adopted by entities of which the institution is part (e.g. state government or the university system) may count for this credit as long as the policies apply to and are followed by the institution.

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This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

## Historically Underutilized Businesses

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**Responsible Party**

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

**Responsible Party**

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

**Does the institution give preference to local products and businesses in its purchasing decisions? Local food purchases, which are covered in OP Credit 6: Food Purchasing, are not included in this credit. :**

Yes

**A brief description of the program :**

We do business with local businesses like Marden's, Trenton Flooring, Renys, etc. (furniture and rugs) whenever we can in preference over businesses such as Home Depot. We also switched our office product supplier to WB Mason. They are a local New England company, the only office supply company that is still privately owned. They have made arrangements with many of the American made product suppliers to give COA equitable deals on their products versus the much less expensive products that are produced in places like China and Korea.

**The website URL where information about the program, policy, or practice is available :**

---

# Transportation

This subcategory seeks to recognize institutions that are moving toward sustainable transportation systems. Transportation is a major source of greenhouse gas emissions and other pollutants that contribute to health problems such as heart and respiratory diseases and cancer. Due to disproportionate exposure, these health impacts are frequently more pronounced in low-income communities next to major transportation corridors. In addition, the extraction, production, and global distribution of fuels for transportation can damage environmentally and/or culturally significant ecosystems and may financially benefit hostile and/or oppressive governments.

At the same time, campuses can reap benefits from modeling sustainable transportation systems. Bicycling and walking provide human health benefits and mitigate the need for large areas of paved surface, which can help campuses to better manage storm water. Institutions may realize cost savings and help support local economies by reducing their dependency on petroleum-based fuels for transportation.

---

## From the institution:

COA is located on an island in a rural area with a vibrant tourist season. Rents are high, real estate is high, and public transportation is not available except during the summer and early fall.

That said, many COA students rent in town and bike or walk to school. When students do drive, they frequently load up their car - whether they're driving home on vacations, or to school from a distant location.

To reduce our carbon output and to ensure safety, COA also has a night bus, and when appropriate a day bus to take students around on snowy days or late nights.

We've also just purchased a solar charged all-electric van for travel to our farms. We're very excited about E-Van!

<b>Credit</b>
Campus Fleet
Student Commute Modal Split
Employee Commute Modal Split
Bicycle Sharing
Facilities for Bicyclists
Bicycle and Pedestrian Plan
Mass Transit Programs
Condensed Work Week
Telecommuting
Carpool/Vanpool Matching
Cash-out of Parking
Carpool Discount
Local Housing
Prohibiting Idling



## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

Institution supports alternative fuel and power technology by including in its motorized vehicle fleet (cars, trucks, tractors, buses) vehicles that are:

1. Gasoline-electric hybrid
2. Diesel-electric hybrid
3. Plug-in hybrid
4. 100 percent electric
5. Fueled with Compressed Natural Gas (CNG)
6. Hydrogen fueled
7. Fueled with B20 or higher biofuel for more than 6 months of the year; and/or
8. Fueled with E85 or higher ethanol for more than 6 months of the year.

For this credit, the institution's motorized fleet includes all institution-owned and operated vehicles that are used for transporting people and/or goods. Heavy construction equipment (e.g. excavators and pavers) and maintenance equipment (e.g. lawn-mowers and leaf blowers) are not included in this credit.

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*"---" indicates that no data was submitted for this field*

### **Gasoline-electric, non-plug-in hybrid vehicles in the institution's fleet :**

0

### **Diesel-electric, non-plug-in hybrid vehicles in the institution's fleet :**

0

### **Plug-in hybrid vehicles in the institution's fleet :**

0

### **100 percent electric vehicles in the institution's fleet :**

1

### **Vehicles in the institution's fleet that are fueled with Compressed Natural Gas (CNG) :**

0

**Hydrogen fueled vehicles in the institution's fleet :**

0

**Vehicles in the institution's fleet that are fueled with B20 or higher biofuel for more than 6 months of the year :**

0

**Vehicles in the institution's fleet that are fueled with E85 or higher ethanol for more than 6 months of the year :**

0

**Total number of vehicles in the institution's fleet, including all of the above :**

5

# Student Commute Modal Split

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

Institution's students commute to and from campus using more sustainable options such as walking, bicycling, vanpooling or carpooling, taking public transportation, riding motorcycles or scooters, riding a campus shuttle, or a combination of these options. Students who live on campus should be included in the calculation based on how they get to and from their classes.

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### Submission Note:

There is no public transportation during most of the school year. (Acadia National Park's Island Explorer begins after graduation, and extends into some of the fall term.) The college runs a night bus from the campus to downtown Bar Harbor during the academic sessions.

"---" indicates that no data was submitted for this field

**The percentage (0-100) of institution's students who use more sustainable commuting options :**

80

**The percentage (0-100) of institution's students who commute with only the driver in the vehicle (excluding motorcycles and scooters) as their primary method of transportation :**

20

**The percentage (0-100) of institution's students who walk, bicycle, or use other non-motorized means as their primary method of transportation. Please note that this may include on-campus residents :**

75

**The percentage (0-100) of institution's students who vanpool or carpool as their primary method of transportation :**

5

**The percentage (0-100) of institution's students who take a campus shuttle or public transportation as their primary method of transportation :**

---

**The percentage (0-100) of institution's students who use a motorcycle, scooter or moped as their primary method of transportation :**

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**The website URL where information about alternative transportation is available :**

<http://www.coa.edu/gisexplorernightbus.htm>

# Employee Commute Modal Split

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

Institution's employees (faculty, staff, and administrators) commute to and from campus using more sustainable options such as walking, bicycling, vanpooling or carpooling, taking public transportation, riding motorcycles or scooters, riding a campus shuttle, or a combination of these options. Employees who live on campus should be included in the calculation based on how they get to and from their workplace.

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*"---" indicates that no data was submitted for this field*

**The percentage (0-100) of institution's employees that use more sustainable commuting options :**

3

**The percentage (0-100) of institution's employees who commute with only the driver in the vehicle (excluding motorcycles and scooters) as their primary method of transportation :**

97

**The percentage (0-100) of institution's employees who walk, bicycle, or use other non-motorized means as their primary method of transportation. Please note that this may include on-campus residents :**

2

**The percentage (0-100) of institution's employees who vanpool or carpool as their primary method of transportation :**

1

**The percentage (0-100) of institution's employees who take a campus shuttle or public transportation as their primary method of transportation :**

---

**The percentage (0-100) of institution's employees who use a motorcycle, scooter, or moped as their primary method of transportation :**

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**The website URL where information about alternative transportation is available :**

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## Bicycle Sharing

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### Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

### **Does the institution have a bicycle-sharing program or participate in a local bicycle-sharing program? :**

Yes

### **A brief description of the program, including an indication of its scope (e.g., the number of bicycles the program makes available, participation levels, etc.) :**

COA's bike program provides a bike for any faculty, staff or student at no cost. Bikes can be signed out at the library for anywhere from an afternoon to an entire term. Each bike comes with a helmet, lights, and reflective vests. Currently all of COA's bikes are restored and repaired older bicycles. The bikes are maintained by a team of COA students working with the Student Life Outdoor Program. All COA community members have access to the bike shed where they can get tools or help with repairs. The Student Life Outdoor Program also offers bike maintenance workshops for community members.

### **The website URL where information about the program, policy, or practice is available :**

<http://www.coa.edu/transportation.htm>

# Facilities for Bicyclists

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

**Does the institution have indoor and secure bike storage, shower facilities, and lockers for bicycle commuters in at least one building? :**

Yes

**A brief description of the facilities :**

We have two indoor bike storage buildings and bike racks around campus. Students who commute from off campus usually only have a ride of 2 miles from in town apartments so the need for a shower after commuting to campus is not that important.

**The website URL where information about the program, policy, or practice is available :**

<http://www.coa.edu/transportation.htm>

# Bicycle and Pedestrian Plan

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

## Has the institution developed a bicycle plan? :

Yes

## A brief description of the plan :

I answered yes, but with the caveat that there does not need to be a plan because the use of bikes has always been accommodated by the college in its designs of walkways and driveways. COA is a small campus encompassing 37 acres. There is no specific plan because none is needed given the circumstances. The campus is completely bike-friendly. Many students commute to campus from nearby apartments in Bar Harbor.

## The website URL where information about the plan is available :

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# Mass Transit Programs

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

## Does the institution offer free or reduced price transit passes and/or operate a free campus shuttle? :

Yes

## A brief description of the program(s), (s), including availability, participation levels, and specifics about discounts or subsidies offered (including pre-tax options) :

COA students, in collaboration with the campus' buildings and grounds office, operates a public transportation option, known as the "night bus." COA's night bus runs from 7:30 to 11:30 p.m., stopping at campus every half hour, and circulating through various planned locations in Bar Harbor. The bus cut downs on individual car traffic and provides an alternate to walking and riding bikes at night.

## The website URL where information about the program is available :

<http://www.coa.edu/transportation.htm>

## Condensed Work Week

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### Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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### Submission Note:

Information about the availability of a condensed work week is not on our website as the site focuses primarily on prospective and current students and our academic and co-curricular programs.

---" indicates that no data was submitted for this field

**Does the institution offer a condensed work week option for employees? The institution does not have to offer the option to all employees in order to earn this credit. :**

Yes

**A brief description of the program :**

The option for a condensed work week is at the discretion of an employee's supervisor and is currently being used by some employees. Employees have worked 4 ten-hour days instead of 5 8-hour days.

**The website URL where information about the program is available :**

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# Telecommuting

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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### Submission Note:

Information about the option for employees to use telecommuting is not on the COA website as the site focuses primarily on prospective and current students and co-curricular and academic programs.

*"---" indicates that no data was submitted for this field*

### Does the institution offer a telecommute program for employees? :

Yes

### A brief description of the program :

The option for telecommuting is at the discretion of an employee's supervisor and is currently being used by some employees who work from home for some or much of their workweek.

### The website URL where information about the program is available :

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## Carpool/Vanpool Matching

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**Responsible Party**

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

## Cash-out of Parking

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**Responsible Party**

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

## Carpool Discount

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**Responsible Party**

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

## Local Housing

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**Responsible Party**

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Prohibiting Idling

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**Responsible Party**

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

**Has the institution adopted a policy prohibiting idling? :**

No

**A brief description of the policy :**

We do not have a specific policy prohibiting idling but the culture of the College of the Atlantic community understands the negative consequences of vehicle idling and therefore avoids it. We are a small college community that often operates more by norms than rules.

**The website URL where information about the policy is available :**

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## Car Sharing

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**Responsible Party**

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Waste

This subcategory seeks to recognize institutions that are moving toward zero waste by reducing, reusing, recycling, and composting. These actions mitigate the need to extract virgin materials, such as trees and metals. It generally takes less energy and water to make a product with recycled material than with virgin resources. Reducing waste generation also reduces the flow of waste to incinerators and landfills which produce greenhouse gas emissions, can contaminate air and groundwater supplies, and tend to have disproportionate negative impacts on low-income communities. Waste reduction and diversion also save institutions costly landfill and hauling service fees. In addition, waste reduction campaigns can engage the entire campus community in contributing to a tangible sustainability goal.

<b>Credit</b>
Waste Reduction
Waste Diversion
Construction and Demolition Waste Diversion
Electronic Waste Recycling Program
Hazardous Waste Management
Materials Exchange
Limiting Printing
Materials Online
Chemical Reuse Inventory
Move-In Waste Reduction
Move-Out Waste Reduction

# Waste Reduction

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

Institution has implemented source reduction strategies to reduce total waste generation (garbage, recycling, and compost) per weighted campus user compared to a 2005 baseline.

Total waste generation includes all materials recycled, composted, and disposed of as trash except construction, demolition, electronic, hazardous, special (e.g. coal ash), universal and non-regulated chemical waste, which are covered in *OP Credit 19: Construction and Demolition Waste Diversion*, *OP Credit 20: Electronic Waste Recycling Program*, and *OP Credit 21: Hazardous Materials Management*.

---

This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Waste Diversion

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability  
Office of the President

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## Criteria

Institution diverts materials from the landfill or incinerator by recycling, composting, reusing, donating, or re-selling.

This credit does not include construction, demolition, electronic, hazardous, special (e.g. coal ash), universal and non-regulated chemical waste, which are covered in *OP Credit 19: Construction and Demolition Waste Diversion*, *OP Credit 20: Electronic Waste Recycling Program*, and *OP Credit 21: Hazardous Materials Management*.

---

"---" indicates that no data was submitted for this field

## Materials recycled, composted, reused, donated, re-sold, or otherwise diverted :

50 Tons

## Materials disposed in a solid waste landfill or incinerator :

50 Tons

## A brief description of programs, policies, infrastructure investments, outreach efforts, and/or other factors that contributed to the diversion rate :

We estimate that we compost about 40 tons of organic wastes a year including leaves on campus and agricultural wastes at Beech Hill Farm. We estimate that about 10 tons a year of food "wastes" are composted by the college. Visit

<http://www.coa.edu/sustainablecampus.htm>

We do not know how many tons of materials are recycled, reused or donated, or re-sold or otherwise diverted. We have not weighed these materials because our program is so effective that we have not felt the need to do so to have data on which to measure improvements. We collect all 5 cent returnable cans and bottles and recycle glass, metal, plastics, cardboard and paper. Clothes are collected in a "free box" and sometimes given to a local mission.

# Construction and Demolition Waste Diversion

---

## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

Institution diverts non-hazardous construction and demolition waste from the landfill and/or incinerator.

Soil and organic debris from excavating or clearing the site do not count for this credit.

---

## Submission Note:

This information is available in an email with attached spreadsheet from the College of the Atlantic Director of Buildings and Grounds.

"---" indicates that no data was submitted for this field

## Amount of construction and demolition materials recycled, donated, or otherwise recovered :

142 Tons

## Amount of construction and demolition materials landfilled or incinerated :

140 Tons

## A brief description of programs, policies, infrastructure investments, outreach efforts, and/or other factors that contribute to the diversion rate for construction and demolition waste :

College of the Atlantic worked with the contractor for the new Kathryn W. Davis Student Residences and the new Campus center to recover, recycle and reuse as much material as possible, especially from the renovation of the old Sea Urchins oceanfront cottage into the new Campus Center. These two construction projects took place in 2008 and are the most recent ones undertaken by the college.

# Electronic Waste Recycling Program

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

### *Part 1*

Institution has a program in place to recycle, reuse, and/or refurbish all electronic waste generated by the institution. Institution takes measures to ensure that the electronic waste is recycled responsibly.

### *Part 2*

Institution has a program in place to recycle, reuse, and/or refurbish electronic waste generated by students. Institution takes measures to ensure that the electronic waste is recycled responsibly.

---

*"---" indicates that no data was submitted for this field*

**Does the institution have a program in place to recycle, reuse, and/or refurbish all electronic waste generated by the institution and take measures to ensure that the electronic waste is recycled responsibly? :**

Yes

**Does the institution have a program in place to recycle, reuse, and/or refurbish electronic waste generated by students and take measures to ensure that the electronic waste is recycled responsibly? :**

Yes

**A brief description of steps taken to ensure that e-waste is recycled responsibly, workers' basic safety is protected, and environmental standards are met :**

Students can drop off electronic waste at the Computer Services Office and we will recycle it with college e-wastes. We collect our electronic waste and take it to Goodwill and they then recycle it. We have been taking advantage of their program for several years. It is free.

**A brief description of the electronic waste recycling program for institution-generated materials :**

We collect our electronic waste and take it to Goodwill and they then recycle it. We have been taking advantage of their program for several years. It is free.

**A brief description of the electronic waste recycling program for student-generated materials :**

Students can drop off electronic waste at the Computer Services Office and we will recycle it with college e-wastes.

**The website URL where information about the e-waste recycling program is available :**

<http://reconnectpartnership.com/whoweare.php>

# Hazardous Waste Management

---

## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

Institution has strategies in place to safely dispose of all hazardous, special (e.g. coal ash), universal, and non-regulated chemical waste and seeks to minimize the presence of these materials on campus.

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*"---" indicates that no data was submitted for this field*

**Does the institution have strategies in place to safely dispose of all hazardous, special (e.g. coal ash), universal, and non-regulated chemical waste and seek to minimize the presence of these materials on campus? :**

Yes

**A brief description of steps taken to reduce hazardous, special (e.g. coal ash), universal, and non-regulated chemical waste :**

The college collects hazardous waste materials and hires a firm located in Portland Maine--Environmental Projects Inc.--to collect and properly dispose of these wastes.

**A brief description of how the institution safely disposes of hazardous, universal, and non-regulated chemical waste :**

Materials for disposal are collected and stored in secured locked locations that meet the requirements of the Maine Department of Environmental Protection. When a sufficient amount of materials have been collected EPI is contacted for their removal.

**The website URL where information about hazardous materials management is available :**

<http://www.coa.edu/waste-management.htm>

# Materials Exchange

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

### **Does the institution have a surplus department or formal office supplies exchange program that facilitates reuse of materials? :**

Yes

### **A brief description of the program :**

The Director of Buildings and Grounds handles all recycling with the assistance of work study students. Materials are collected in specific locations for recycling, e.g. large pieces of metal waste, or stored in the Davis Garage from which people can obtain used items that they wish to re-use. We are a small enough college that sometimes a general broadcast email that a particular piece of furniture, file cabinet, etc. is available is sufficient to effect its re-use. The person responsible for purchasing office supplies ensures that we have a recycling program for our ink toner cartridges.

### **The website URL where information about the program is available :**

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# Limiting Printing

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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### Submission Note:

Again, this is one of the situations where the college ethos of not wasting paper, resources, prevails. Signs student place in bathrooms even question the use of paper towels!!

*"---" indicates that no data was submitted for this field*

### Does the institution limit free printing for students in all computer labs and libraries? :

Yes

### A brief description of how printing is limited :

Often this is self-limiting. Students are very aware of paper usage. We charge for the color printer, and larger jobs are charged for the paper.

### The website URL where information about the program, policy, or practice is available :

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**Responsible Party**

**Donna Gold**

Director of Public Relations

Public Relations

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*"---" indicates that no data was submitted for this field*

**Is the institution's default not to print course catalogs, course schedules, and directories, but instead make these materials available online? :**

Yes

**A brief description of the practice :**

We have limited the kinds of printing we do and the numbers we print. We now only print a limited number of college catalogs, for in-house use. We no longer create a viewbook, but do create a limited edition catalog for prospective students.

Online are the general catalogs and the term-by-term course offerings.

**The website URL where information about the practice is available :**

<http://www.coa.edu/courses.htm>

# Chemical Reuse Inventory

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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*"---" indicates that no data was submitted for this field*

## Has the institution implemented a campus-wide inventory system to facilitate the reuse of laboratory chemicals? :

Yes

## A brief description of the program :

Our chemistry professor is in charge of managing chemicals on campus. If someone orders something & does use all of it, it then goes to the chemistry lab, where he will inventory it. If others need some chemical, they usually first ask the lab before ordering, to see if we already have it.

## The website URL where information about the practice is available :

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## Move-In Waste Reduction

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**Responsible Party**

**Donna Gold**

Director of Public Relations

Public Relations

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*"---" indicates that no data was submitted for this field*

**Does the institution have a program to reduce residence hall move-in waste? :**

Yes

**A brief description of the program :**

We ensure that options for recycling and composting are in place for both move in and move out. We encourage students to think about how much stuff they actually need to bring with them. We talk with them about sustainability issues etc during our first house meetings as well as during orientation.

**The website URL where information about the program is available :**

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# Move-Out Waste Reduction

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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"---" indicates that no data was submitted for this field

## Does the institution have a program to reduce residence hall move-out waste? :

Yes

## A brief description of the program :

We ensure that options for recycling and composting are in place for both move in and move out.

At the end of the year (but also at times throughout the year depending on the RA's) we encourage students to go through their stuff and determine how best to distribute it if they are not taking it home (thrift shops, Good Will, recycling, other students, etc). We also have special recycling containers added to key locations, especially near student residences in the last week of our term, to try to accommodate the increase in volume as well as extra pick-ups.

We have at times had students go through housing at the end of the year to collect recyclables, as well as to scavenge any remaining items that they might want, also many students place items that they are not taking with them in the free box for others to collect.

The recycling containers are maintained by the Buildings and Grounds Department.

## The website URL where information about the program is available :

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# Water

This subcategory seeks to recognize institutions that are conserving water and making efforts to protect water quality. Pumping, delivering, and treating water is a major energy user, so institutions can help reduce energy consumption and the greenhouse gas emissions associated with energy generation by conserving water. Likewise, conservation and effective stormwater management are important in maintaining and protecting finite groundwater supplies. Water conservation and effective stormwater management also reduce the need for effluent discharge into local surface water supplies, which helps improve the health of local water ecosystems.

<b>Credit</b>
Water Consumption
Stormwater Management
Waterless Urinals
Building Water Metering
Non-Potable Water Usage
Xeriscaping
Weather-Informed Irrigation

# Water Consumption

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

Institution has reduced its total water consumption per weighted campus user compared to a 2005 baseline.

Total water consumption includes both potable and non-potable water.

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This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Stormwater Management

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

### *Part 1*

Institution has adopted a stormwater management policy, plan, and/or strategies that mitigate the stormwater runoff impacts of new construction, major renovation, and other projects that increase paved surface area on campus or otherwise significantly change the campus grounds.

The policy, plan, and/or strategies address both the quantity and quality (or contamination level) of stormwater runoff.

The policy, plan, and/or strategies cover the entire campus. While the specific strategies or practices adopted may vary depending on project type and location, this credit is reserved for institutions that mitigate stormwater runoff impacts consistently during new construction. Implementing a strategy or strategies for only one new development project is not sufficient for this credit.

Policies adopted by entities of which the institution is part (e.g. state government or the university system) may count for this credit as long as the policies apply to and are followed by the institution.

### *Part 2*

Institution has adopted a stormwater management policy, plan, or strategies that mitigate the stormwater runoff impacts of ongoing campus operations.

The policy, plan, or strategies address both the quantity and quality (or contamination level) of stormwater runoff.

Though specific practices adopted may vary across the campus, the policy, plan, and/or strategies cover the entire institution. Implementing strategies for only one building or area of campus is not sufficient for this credit.

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"---" indicates that no data was submitted for this field

**Does the institution have a policy, plan, and/or strategies to reduce stormwater runoff from new development projects? :**

Yes

**Does the institution have a policy, plan, and/or strategies to reduce stormwater runoff from ongoing campus operations? :**

Yes

**A brief description of the institution's stormwater management initiatives :**

We avoid paving our parking areas instead preferring to keep them graveled to allow water infiltration. Our driveways are paved to facilitate snow removal. We concentrate parking on the fringe of the campus along Route 3, rather than throughout the campus and avoid new parking lot construction. We work with a landscape architect to design plantings, lawns and walkways to be made of natural materials and avoid impervious surfaces. We have retained small wetland areas as storm water runoff water holding areas. We maintain a wide undisturbed vegetative buffer along our ocean frontage as required by the State of Maine Shoreland Zoning ordinance. This helps filter runoff from nearby lawns. We also maintain natural undisturbed forested areas on campus for stormwater control, wildlife and aesthetic benefits.

**The website URL where information about the institution's stormwater management initiatives, plan or policy is available :**

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**Does the institution have a living or vegetated roof? :**

No

**A brief description of the institution's living or vegetated roof :**

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**Does the institution have porous paving? :**

No

**A brief description of the institution's porous paving :**

Instead of porous paving we use sand and gravel for parking areas and walkways.

**Does the institution have retention ponds? :**

Yes

**A brief description of the institution's retention ponds :**

We have a small wetland at the south end of campus that serves as a water runoff retention area.

**Does the institution have stone swales? :**

No

**A brief description of the institution's stone swales :**

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**Does the institution have vegetated swales? :**

Yes

**A brief description of the institution's vegetated swales :**

We maintain a small wetland in the southern part of the campus to absorb runoff. We maintain a vegetative buffer along the small stream that splits the campus and wide vegetative buffers along the ocean frontage as required by the State of Maine Shoreland Zoning Program.

**Does the institution employ any other technologies or strategies for stormwater management? :**

Yes

**A brief description of other technologies or strategies for stormwater management employed :**

Our walkways are made of sand and gravel and in some areas covered with wood chips rather than the traditional concrete walkways used on many campuses.

## Waterless Urinals

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**Responsible Party**

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

**Does the institution use at least one waterless urinal? :**

Yes

**A brief description of the technology employed :**

Waterless composting toilets are used on the second and third floors of all six units in the new Kathryn W. Davis Student residences and composting toilets and waterless urinals are used through out all of the new Deering Common Campus Center.

**The website URL where information about the technology is available :**

<http://www.coa.edu/Assets/homepage/AboutCOA/kwddeeringbooklet.pdf>

# Building Water Metering

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**Responsible Party**

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

**Does the institution have building-level water consumption meters for at least one building? :**

Yes

**A brief description of the water metering employed :**

The Director of our Buildings and Grounds Department said that there are water meters in every building.

**The percentage of building space with water metering :**

100

**The website URL where information about the practice is available :**

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# Non-Potable Water Usage

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**Responsible Party**

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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*"---" indicates that no data was submitted for this field*

**Does the institution use non-potable water (e.g., harvested rainwater or graywater) for irrigation and/or other applications? :**

Yes

**A brief description of the source of non-potable water and how it is used :**

In the Kathryn W. Davis Student Residential Village grey water from showers preheats incoming cold water to reduce the amount of hot water needed to take a comfortable shower thus saving on energy use.

**The percentage of irrigation water usage from recovered, reclaimed or untreated sources :**

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**The percentage of building space using water from recovered, reclaimed or untreated sources :**

14

**The percentage of water used in utility plants from recovered, reclaimed or untreated sources :**

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**The website URL where information about the program, policy, or practice is available :**

<http://www.coa.edu/Assets/homepage/AboutCOA/kwddeeringbooklet.pdf>

**Responsible Party**

**Craig Ten Broeck**

Director of Sustainability  
Office of the President

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*"---" indicates that no data was submitted for this field*

**Does the institution use xeriscape landscaping techniques, including the selection of drought tolerant plants? :**

Yes

**A brief description of the program or practice :**

Since it's founding, COA has used mostly native species and some long-naturalized plants for its landscaping to minimize maintenance requirements. We never water the campus landscape except when watering in new plantings or trying to establish a new lawn. We depend on natural precipitation.

**The website URL where information about the program or practice is available :**

<http://www.coa.edu/sustainablecampus.htm>

## Weather-Informed Irrigation

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**Responsible Party**

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Planning, Administration & Engagement

## Coordination and Planning

This subcategory seeks to recognize colleges and universities that are institutionalizing sustainability by dedicating resources to sustainability coordination, incorporating sustainability into their primary campus plans, and developing plans to move towards sustainability. Staff and other resources help an institution organize, implement, and publicize sustainability initiatives. These resources provide the infrastructure that fosters sustainability within an institution. Strategic and physical campus plans guide an institution and its physical development. These important documents establish an institution’s priorities and influence budgeting and decision making. Incorporating sustainability into these plans is an important step in making sustainability a campus priority and may help advocates implement sustainable changes. Sustainability plans and climate plans provide a road map for how to achieve sustainability goals.

<b>Credit</b>
Sustainability Coordination
Strategic Plan
Physical Campus Plan
Sustainability Plan
Climate Action Plan

# Sustainability Coordination

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

Institution has a sustainability committee, office, and/or coordinator that are tasked by the administration or board of trustees to advise on and implement policies and programs related to sustainability on campus.

The committee, office, and/or coordinator focus on sustainability broadly (i.e. not just one sustainability issue, such as climate change) and cover the entire institution. A committee, office, or coordinator that focuses on just one department or school within the institution does not count for this credit.

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*"---" indicates that no data was submitted for this field*

## Does the institution have a sustainability committee? :

Yes

## The charter or mission statement of the committee or a brief description of the committee's purview and activities :

The Campus Committee for Sustainability (CCS) was founded in the fall semester of 2009 when students decided that an existing sustainability subcommittee of the Campus Planning and Building committee was too limited in its charge to address wide ranging sustainability issues. The Campus Planning and Building Committee's focus pertains only to the College's buildings and grounds. The governance system of the College supported the creation of a new, separate standing committee to ensure a democratic and transparent method of managing social and environmental sustainability on campus. CCS recognizes the crucial role that education and accessible information play in a sustainable community. Therefore, the Committee, working with other members of the community, identifies ways to make practices and use of resources by the College more sustainable. The Committee also works through the College community's governance system to create policies and to ensure that existing ones are understood and transparent, so that they are supported. The committee has its own charter but this is not currently on the COA website.

## Members of the committee, including affiliations :

While membership varies from term to term, this student-led committee typically has about a dozen student members, two faculty (currently Anne Kozak and Ryan Bouldin) and the Director of Sustainability (Craig Ten Broeck) who remains as a permanent member. The committee is a part of the college's governance system. The current committee chair is a second year student Christopher (Alex) Pine.

## The website URL where information about the sustainability committee is available :

<http://coa.edu/coaccs.htm>

**Does the institution have a sustainability office? :**

Yes

**A brief description of the sustainability office :**

The sustainability office consists of the Director of Sustainability who reports to the Administrative Dean. The director works closely with the Administrative Dean, the Director of Buildings and Grounds and the president of the college. The position is partially funded from a line item in the college budget: Environmental Investment Fund. The position is an endowed position and will be funded on an on-going basis.

**The number of people employed in the sustainability office :**

1

**The website URL where information about the sustainability office is available :**

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**Does the institution have a sustainability coordinator? :**

Yes

**Sustainability coordinator's name :**

Craig Ten Broeck

**Sustainability coordinator's position title :**

Director of Sustainability

**A brief description of the sustainability coordinator's position :**

The Director of Sustainability is responsible for making College of the Atlantic an exemplary model of sustainability for higher education and surrounding communities. The director develops and maintains a program that reduces the adverse environmental impacts of COA's operations and practices and seeks to minimize the colleges environmental foot for energy and material use. The position is responsible for engaging students in ways that further their education about sustainable policies and practices and works with students on practical and applied projects as a part of their academic program.

**The website URL where information about the sustainability coordinator is available :**

<http://coa.edu/coaccs.htm>

# Strategic Plan

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

Institution's current, formally adopted strategic plan or equivalent guiding document includes sustainability at a high level. The plan covers the entire institution.

An amendment to the strategic plan may count for this credit, as long as the institution always presents the amendment with the original plan.

Neither a physical campus plan (which is covered in *PAE Credit 3: Physical Campus Plan*) nor an independent sustainability plan (which is covered in *PAE Credit 5: Sustainability Plan*) counts for this credit.

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"---" indicates that no data was submitted for this field

## Year the strategic plan or equivalent was completed or adopted :

2011

## Does the institution's strategic plan or equivalent guiding document include the environmental dimensions of sustainability at a high level? :

Yes

## A brief description of how the strategic plan or amendment addresses the environmental dimensions of sustainability :

The plan known as the Strategic Design states explicitly that "The critical importance of meeting the societal challenge of achieving sustainable systems--socially, culturally, economically and environmentally --is becoming more and more widely accepted around the world -- and COA is a recognized leader in the field." The plan directs the college to: develop a new master plan and an energy plan that determines how to meet the energy needs of the campus in the most environmentally appropriate ways using renewable energy.

## Does the institution's strategic plan or equivalent guiding document include the social dimensions of sustainability at a high level? :

Yes

## A brief description of how the strategic plan or amendment addresses the social dimensions of sustainability :

A major goal of the Strategic Design states that "We will contribute to the social, cultural, economic and environmental well-being of Mount Desert Island and the State of Maine." It goes on to state specific actions to accomplish this such as "Continue to assess and implement opportunities to purchase locally, contribute to local food supply, and contribute in other ways--as a major local employer, consumer and producer--to the economic and social wellbeing of the island (ongoing).

**Does the institution's strategic plan or equivalent guiding document include the economic dimensions of sustainability at a high level? :**

Yes

**A brief description of how the strategic plan or amendment addresses the economic dimensions of sustainability :**

See above statement.

**The website URL where information about the strategic plan is available :**

<http://www.coa.edu/assets/sd26oc2010.pdf>

# Physical Campus Plan

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

Institution's current plan for its physical campus (commonly referred to as the campus master plan) includes sustainability at a high level.

An amendment to the plan may count for this credit, as long as the institution always presents the amendment with the original plan.

Neither a strategic plan (which is covered in *PAE Credit 2: Strategic Plan*) nor an independent sustainability plan (which is covered in *PAE Credit 4: Sustainability Plan*) counts for this credit.

Plans developed at the system level are eligible for this credit. Likewise, multiple plans which together cover the institution's entire physical campus are eligible for this credit.

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## Submission Note:

The campus plan developed by Coplon Associates is available by contacting them directly. Website address provided above.

"---" indicates that no data was submitted for this field

## Does the institution's physical campus plan include sustainability at a high level? :

Yes

## A brief description of how the physical campus plan or amendment includes sustainability :

Here is a statement from the plan:

The following plan details recommendations for the design, preservation, rehabilitation, and management of the campus landscape. It is based on the overarching campus goals of promoting sustainability, biodiversity and educational opportunity. In order to facilitate detailed descriptions and recommendations, the plan divides the campus into eight management districts, distinguished by types of use and/or landscape characteristics. The districts do not represent autonomous parcels, but rather components of an integrated plan for the design and management of the campus. Recommendations for improvements, preservation and maintenance of the structure, circulation and vegetation components are delineated in the descriptions of each district. The participants identified nine roles of the campus landscape (aesthetics, agriculture, education, ecology, function, history, maintenance, health, recreation, and spiritual) and articulated how each should influence the formulation of the master plan.

**The year the physical campus plan was developed or adopted :**

2006

**The website URL where the physical campus plan is available :**

<http://www.coplonassociates.com/>

# Sustainability Plan

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

Institution has a sustainability plan that was developed with input from faculty, staff, and students. The plan includes measurable goals with corresponding strategies and timeframes to achieve the goals. The plan need not be formally adopted.

The plan covers multiple sustainability topics and issues. Plans focused exclusively on climate change, which are covered by *PAE Credit 5: Climate Plan*, are not eligible for this credit.

Strategic or master plans that cover sustainability may count for this credit if they meet the other criteria outlined above.

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*"---" indicates that no data was submitted for this field*

## Does the institution have a sustainability plan that meets the criteria for this credit? :

Yes

## A brief description of how multiple stakeholder groups were involved in developing the plan :

The college's sustainability "plan" is covered on the college website under the sections "Environmental Commitment", "Dining", "Transportation", "Waste Management" and "Sustainable Campus". These sections present almost every aspect of our sustainability program. (The only topic not covered is our battery recycling program.) It is currently being updated with the newest version of what we are doing. The update work is complete and we are awaiting Computer Services making the updates to our site, which we expect will be done in April 2012.

## A brief description of the plan's measurable goals :

The goals for the sustainability program are set by the Campus Committee for Sustainability each year. The committee meets weekly and prioritizes specific activities to be undertaken during the academic year. At the end of the year, the committee issues an annual report of accomplishments, which it send to the campus community and the Board of Trustees.

## A brief description of how progress in meeting the plan's goals is measured :

Progress is measured by consensus of the Campus Committee for Sustainability as to whether a particular issues has been successfully dealt with or if it needs more work. Because we are an environmentally-oriented college--we only give one degree in Human Ecology--many sustainability initiatives have been in place since the first decade the college was in operation and so it is often a matter of updating activities, educating new students or expanding an ongoing sustainability activity rather than trying to create new elements for

the program.

**The website URL where more information about the sustainability plan is available :**

<http://www.coa.edu/index.htm>

**The year the plan was developed or last updated :**

2012

# Climate Action Plan

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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## Criteria

Institution has a formal plan to mitigate its greenhouse gas emissions. The plan includes a measurable, numerical goal or goals and a corresponding date or dates by which the institution aims to achieve its goal(s). The plan has been adopted by the institution's administration.

A formal sustainability plan (i.e. a plan that has been adopted by the administration) counts for this credit if it includes climate change goals, strategies, and corresponding timeframes. Such a plan may also count toward *PAE Credit 4: Sustainability Plan*.

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### Submission Note:

The baseline year pull down does not work for me. Our baseline year is 2005. I had to put 2012 so that the page could be saved. We are going to revise our Climate Action Plan this spring term.

"---" indicates that no data was submitted for this field

## Does the institution have a plan to mitigate its greenhouse gas emissions that meets the criteria for this credit? :

Yes

## A brief summary of the climate plan's long-term goals :

The long-term goal is to have the campus powered by renewable energy. This is specified in the Strategic Design, adopted January 2011. The Board of Trustees also set a goal that the college's electricity would come entirely from wind power. A goal that was achieved in 2011 when we signed a three-year contract for wind power with Constellation New Energy (we purchase RECs on a one-to-one basis for each kWh of electricity used).

## A brief summary of the climate plan's short-term goals :

Our short term goal was to be carbon neutral by December 2007. This was achieved by purchasing carbon offsets to offset all of our carbon emissions. (This goal was set even before we signed the ACUPCC.)

The new president of the college set a goal in January 2012 that we would move toward incorporating a biodiesel blend heating oil to reduce carbon emissions. We expect that a new heating oil fuel supplier of B-10 will start delivering this fuel in April.

Our long-term and short term climate action goals are being revised by the Campus Committee for Sustainability during the spring term. They have decided to make this the primary focus of their agenda for the term.

**Year the climate plan was formally adopted or approved :**

2009

**An indication of whether institution has made a commitment to reduce GHG emissions a specific amount by a target year :**

---

**List which emissions (scope 1, 2, and/or 3) are included in its GHG emissions commitment :**

1, 2 and 3

**The reduction level (percentage) institution has committed to :**

50

**The baseline year the institution used in its GHG emissions commitment :**

July 1, 2012

**The baseline emissions level institution used in its GHG emissions commitment :**

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**The target year the institution specified in its GHG emissions commitment :**

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**The website URL where information about the climate plan is available :**

<http://rs.acupcc.org/cap/231/>

# Diversity and Affordability

This subcategory seeks to recognize institutions that are working to advance diversity and affordability on campus. In order to build a sustainable society, diverse groups will need to be able to come together and work collaboratively to address sustainability challenges. People of color and low-income communities tend to suffer disproportionate exposure to environmental problems. This environmental injustice happens as a result of unequal and segregated communities. To achieve environmental and social justice, society must work to address discrimination and promote equality. The historical legacy and persistence of discrimination based on racial, gender, religious, and other differences makes a proactive approach to promoting a culture of inclusiveness an important component of creating an equitable society. Higher education opens doors to opportunities that can help create a more equitable world, and those doors must be open through affordable programs accessible to all regardless of race, gender, religion, socio-economic status and other differences. In addition, a diverse student body, faculty, and staff provide rich resources for learning and collaboration.

<b>Credit</b>
Diversity and Equity Coordination
Measuring Campus Diversity Culture
Support Programs for Underrepresented Groups
Support Programs for Future Faculty
Affordability and Access Programs
Gender Neutral Housing
Employee Training Opportunities
Student Training Opportunities

## Diversity and Equity Coordination

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### Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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### Criteria

Institution has a diversity and equity committee, office, and/or coordinator that are tasked by the administration or board of trustees to advise on and implement policies, programs, and trainings related to diversity and equity on campus.

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This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Measuring Campus Diversity Culture

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

Institution assesses attitudes about diversity and equity on campus and uses the results to guide policy, programs, and initiatives.

Institution may measure its culture of diversity and equity using one assessment for the entire institution or using separate assessments that taken together cover the entire institution.

Assessments conducted during the previous five years are eligible for this credit.

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*"---" indicates that no data was submitted for this field*

## **Has the institution assessed attitudes about diversity and equity on campus in a way that meets the criteria for this credit? :**

Yes

## **A brief description of the assessment(s) :**

COA annually surveys its first years and seniors through the National Survey of Student Engagement. Among the many questions are those that assess student attitudes of diversity and equity.

## **Year the assessment was last administered :**

2011

## **A brief description of how the results of the assessment(s) are used in shaping policy, programs, and initiatives :**

Together, COA's Dean of Student Life and Academic Dean review the nature of the NSSE responses regarding all questions of student engagement, including those of diversity, equity, and cultural awareness. These items are used to shape the work of the co-curricular team in planning for orientation, RA training, counseling, and for activities throughout the school year. Additionally, the Human Ecology Core Course group and the Academic Affairs Committee review the data as part of their overall assessment of the curriculum to determine whether there is need for specific classes, or whether a different focus is needed in the core course.

## **The website URL where information about the assessment(s) is available :**

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# Support Programs for Underrepresented Groups

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

Institution has mentoring, counseling, peer support, affinity groups, academic support programs, or other programs in place to support underrepresented groups on campus.

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*"---" indicates that no data was submitted for this field*

## **Does the institution have mentoring, counseling, peer support, affinity groups, academic support programs, or other programs in place to support underrepresented groups on campus? :**

Yes

## **A brief description of the programs sponsored by the institution to support underrepresented groups within the student body :**

We have support for all students on campus. In addition we offer support via student organizations to lesbian, gay, transgendered students - Spectrum, and to international students - Pangea. More important, each student is individually watched by our Dean of Student Life and her entire staff, as well as our Dean of Academic Affairs. We have an extensive writing center to assist students with language needs. All our students are watched out for on both an academic and psycho-social level by their teachers, advisors and by members of our staff. We also have counselors on campus. Our Academic Dean oversees the home-to-college transition for students who are most likely to be challenged by college enrollment. A resource sharing meeting with first-generation students is held at the start of the school year. To introduce students to each other, to the Maine environment and to the college, we offer a week-long outdoor experience in small groups. This is followed by an extensive convocation experience to bring students into our community. Each student has a faculty advisor; dorms are staffed by trained resident advisors. Additionally, work-study supervisors act as informal advisors and mentors. Our faculty and staff frequently bring students into their homes, or take them out to dinner, establishing a level of connection and comfort with them. It is hard to stress this connection enough. Our one major, Human Ecology, is about training the entire student to become aware of the relationship between humans and the world around them. Fulfilling the demands of this major go beyond academics and our entire community takes this very seriously.

## **A brief description of the programs sponsored by the institution to support underrepresented groups within the faculty :**

We have person-to-person connections at COA for our faculty - who number about 30. Too small for a program!

**A brief description of the programs sponsored by the institution to support underrepresented groups within the staff :**

We have person-to-person connections as well for staff. We are small!

**The website URL where more information about the programs in each of the three categories is available :**

<http://newsworthy.coa.edu/2012/01/spectrum-at-coa/>

# Support Programs for Future Faculty

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

Institution administers and/or participates in a program or programs to help build a diverse faculty throughout higher education.

Such programs could take any of the following forms:

- Teaching fellowships or other programs to support terminal degree students from underrepresented groups in gaining teaching experience. (The terminal degree students may be enrolled at another institution).
  - Mentoring, financial, and/or other support programs to prepare and encourage undergraduate or other non-terminal degree students to pursue further education and careers as faculty members.
  - Mentoring, financial, and/or other support programs for doctoral and post-doctoral students from underrepresented groups.
- 

*"---" indicates that no data was submitted for this field*

## Does the institution administer and/or participate in programs that meet the criteria for this credit? :

No

## A brief description of the institution's programs that help increase the diversity of higher education faculty :

COA encourages future faculty through its constant mentoring of its students, which frequently continues post graduation. These efforts are not focused on one particular group, but toward all students. While firmly believing in choosing the best faculty fit for COA - which is quite different, given its interdisciplinary approach - the college is pleased that of the last four hires, three are women, greatly improving the gender balance of the small faculty.

Our vision statement lays out our goals: "Graduates of College of the Atlantic change the world. Through lifetimes of learning and action, they help to bring about a world where people value creativity, intellectual achievement and the diversity of nature and human cultures, a world where people exercise respect and compassion, construct meaningful lives for themselves, gain appreciation of the relationships among all forms of life, and safeguard the heritage of future generations."

## The website URL where more information about the program(s) is available :

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# Affordability and Access Programs

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

Institution has policies and programs in place to make it accessible and affordable to low-income students. Such policies and programs may include, but are not limited to, the following:

- Policies and programs to minimize the cost of attendance for low-income students
- Programs to equip the institution's faculty and staff to better serve students from low-income backgrounds
- Programs to prepare students from low-income backgrounds for higher education such as the federal TRIO programs
- Scholarships for low-income students
- Programs to guide parents of low-income students through the higher education experience
- Targeted outreach to recruit students from low-income backgrounds
- Other admissions policies or programs
- Other financial aid policies or programs

Institutions are not required to have programs or policies in each of the above areas in order to earn this credit. They may pursue the policies and programs that are appropriate for their context.

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*"---" indicates that no data was submitted for this field*

**Does the institution have policies and programs in place to make it accessible and affordable to low-income students?**

:

Yes

**A brief description of the institution's participation in federal TRIO programs :**

COA offers need-blind admission and generous need-based aid available to help make higher education accessible and affordable for as many students as possible.

We support Upward Bound programs through hosting college visits for Upward Bound participants, attending Upward Bound-sponsored college fairs and workshops, waiving the application fees of Upward Bound participants and waiving a portion of the enrollment deposit for matriculating students who've participated in Upward Bound.

**A brief description of the institution's policies and programs to minimize the cost of attendance for low-income students? :**

The College provides federal Title IV aid to qualified students including Pell grants, SEOG grants, Perkins loans and workstudy as well as institutional merit-based and need-based aid.

COA offers financial aid to 85% of its students, and has an outreach program to first generation college students. It also offers a \$15,000 scholarship to qualified, accepted students transferring from community colleges.

**A brief description of the institution's programs to equip the institution's faculty and staff to better serve students from low-income backgrounds :**

We have staff and faculty members who are keyed into issues of students from low incomes, and a coordinator of international students for those students transitioning to COA from out of the country

**A brief description of the institution's programs to prepare students from low-income backgrounds for higher education :**

While we don't offer programs specifically for lower-income students, we do offer all students support with writing, study skills and math.

**A brief description of the institution's scholarships for low-income students :**

As stated above, COA awards substantial amounts of need-based aid to low-income students. We also offer a variety of merit-based awards, available to all students.

**A brief description of the institution's programs to guide parents of low-income students through the higher education experience :**

Comprehensive information about the financial aid application process and financial aid awards is provided to all parents and students.

**A brief description of the institution's targeted outreach to recruit students from low-income backgrounds :**

We offer vouchers to help students pay for their visits to COA, as we believe visiting the college is the best way to understand our school.

**A brief description of the institution's other admissions policies and programs :**

A personal approach characterizes our review of applications. In arriving at a decision, the admission committee looks for evidence of the following:

- academic preparation and achievement
- intellectual curiosity and an enthusiasm for learning
- desire to be part of a small college with a human ecology focus
- a tendency to seek out intellectual and personal challenges

An application for admission is complete when the Office of Admission has received all of the following: 1) a completed application form and a \$50 application fee (unless it is waived), 2) a personal statement as

well as answers to all the short essay questions, 3) at least two teacher recommendations, 4) official transcripts of all academic work, 5) a personal interview – although not required we strongly recommend one for all candidates. Standardized tests scores are not required, although they can be helpful in assessing the academic ability of students from schools which do not give grades or have nontraditional programs. Approximately half of the applicants to COA submit either SAT or ACT scores. Should you wish to submit scores, our CEEB code is 3305. We accept the Common Application and ask that you fill out our supplemental form in addition to the Common Application; a supplement is available by calling the Office of Admission or downloading it at

[www.coa.edu](http://www.coa.edu)

**A brief description of the institution’s other financial aid policies or programs :**

COA provides in-person entrance and exit counseling for students with federal student loans. Most colleges provide online counseling that have students read information and then check boxes on a computer screen in response. Our personalized counseling allows for interactive questions and discussion to gain a better understanding of students’ rights and responsibilities in regards to loans, budgeting and money management.

**A brief description of the institution’s other policies and programs not covered above :**

COA provides comprehensive, consumer-friendly award packets that allow families to understand the difference between scholarships, grants, loans and workstudy and ultimately what the true, out-of-pocket cost will be. There is even a form to allow families to compare net costs at different schools alongside of COA's costs.

**The website URL where information about programs in each of the areas listed above is available :**

<http://www.coa.edu/costs-financial-aid.htm>

## Gender Neutral Housing

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**Responsible Party**

**Donna Gold**

Director of Public Relations

Public Relations

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This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Employee Training Opportunities

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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*"---" indicates that no data was submitted for this field*

## Does the institution make cultural competence trainings and activities available to all employees? :

Yes

## A brief description of the cultural competence trainings and activities :

We offer discussions and meetings regarding cultural competence and ethics of research; we also make it possible for faculty to include international travel in classes, whether field-based science, literary or cultural. Our Ethical Research Review Board approves research and processes, and also helps to educate the COA community on what is appropriate through mentoring meetings - whether individually or with small groups (such as a library group concerned about posting archives on the web), or the All College Meeting.

## The website URL where information about the trainings and activities are available :

<http://www.coa.edu/errb.htm>

# Student Training Opportunities

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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*"---" indicates that no data was submitted for this field*

### **Does the institution make cultural competence trainings and activities available to all students? :**

Yes

### **A brief description of the cultural competence trainings and activities :**

We offer a diversity session at orientation in the fall. This is augmented by the cultural competence trainings given to RAs and OOPs leaders, who then work closely with the rest of our small student body.

As a former RA reports:

"This sort of programming varies during orientation year by year. Some years greater efforts are made for this, with varying degrees of success. I think COA's diverse and international student body allows for informal conversations and learning opportunities that are more valuable than any workshop session, however. Resident Advisors focus on cultural competence as an aspect of their training, which can be very helpful, including sessions with the Coordinator of International Student Services."

### **The website URL where information about the trainings and activities are available :**

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# Human Resources

This subcategory seeks to recognize institutions that have incorporated sustainability into their human resources programs and policies. This includes recognition for treating and remunerating their workers responsibly and fairly. An institution's people define its character and capacity to perform; and so, an institution's achievements can only be as strong as its community. An institution can bolster the strength of its community by making fair and responsible investments in its human capital. Such investments include offering benefits, wages, and other assistance that serve to respectfully and ethically compensate workers. Investment in human resources is integral to the achievement of a healthy and sustainable balance between human capital, natural capital, and financial capital.

In addition, this subcategory recognizes faculty and staff training and development programs in sustainability. Faculty and staff members' daily decisions impact an institution's sustainability performance. Equipping faculty and staff with the tools, knowledge, and motivation to adopt behavior changes that promote sustainability is an essential activity of a sustainable campus.

<b>Credit</b>
Sustainable Compensation
Employee Satisfaction Evaluation
Staff Professional Development in Sustainability
Sustainability in New Employee Orientation
Employee Sustainability Educators Program
Childcare
Employee Wellness Program
Socially Responsible Retirement Plan

# Sustainable Compensation

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

Institution evaluates, and updates as appropriate, its wages and benefits policies and its guidelines for contractors operating on campus to ensure that total compensation (wages plus benefits) for all on-campus workers is sufficient to enable these employees to meet their basic needs, as defined by the institution. This evaluation is completed at least once every three years.

Student workers are not covered by this credit.

While wages and total compensation set in the following ways may constitute sustainable compensation, institutions should conduct a basic needs assessment to ensure that the total compensation is adequate before claiming points for this credit:

- Paying prevailing wages for job type or classification
- Paying average or above average wages for the region or city where the institution is located
- Paying minimum wages or a set amount above the minimum wage

Policies and practices adopted by entities of which the institution is part (e.g. state government or the university system) may count for this credit as long as the policies apply to and are followed by the institution.

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"---" indicates that no data was submitted for this field

## **Total number of employees working on campus (including contractors) :**

157

## **Number of employees (including contractors) that the institution ensures earn sustainable compensation :**

157

## **A brief description of how the institution ensures that its lowest-paid workers (including contractors, if applicable) receive sustainable compensation :**

COA pays above prevailing wages, above minimum wages, and at or above wages for this region.

The college was formed partially to provide an economic benefit to this island and surrounding region. We have maintained that objective by offering all of our employees fair wages, and generous benefits, which include as an example 90% of health insurance costs for the employee and his or her family. We have done salary surveys and review market salaries when we hire. The most telling proof of the adequacy of our salary structure is the extraordinarily low turnover rate of our employees at all levels. For our 30 hourly employees, we have typically have turnover rates of 5-10%. Only three hourly employees have less than two years of seniority.

**The most recent year total compensation for the institution's lowest-paid workers (including contractors, if applicable) was evaluated to ensure that it was sustainable :**

2011

**The website URL where information about the institution's compensation policies and practices is available :**

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# Employee Satisfaction Evaluation

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

Institution conducts a survey or other evaluation that allows for anonymous feedback at least once every five years to measure employee satisfaction. The survey or equivalent may be conducted institution-wide or may be done by individual departments as long as all departments are covered by a survey. The institution has a mechanism in place to address issues raised by the evaluation.

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*"---" indicates that no data was submitted for this field*

**Does the institution evaluate employee satisfaction in a way that meets the criteria for this credit? :**

Yes

**A brief description of the institution's methodology for evaluating employee satisfaction :**

Staff and faculty are surveyed in an anonymous process, department by department, a few departments each year. They are surveyed for how satisfied they are with their dealings with each department. Employees are able to contact representatives to the Personnel Committee to request anonymous or confidential assistance with other issues.

**The year the employee satisfaction evaluation was last administered :**

2011

**The website URL where information about the institution's employee satisfaction evaluation process is available :**

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# Staff Professional Development in Sustainability

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

Institution makes available training and/or other professional development opportunities in sustainability to all staff at least once per year.

Separate training opportunities for each department would count for this credit, as long as each staff member has an opportunity to learn about sustainability at least once per year.

It is not necessary that each staff member attend such trainings; the credit is based on making training *available* to all staff.

This credit applies to staff members only; it does not include faculty members.

The following training opportunities are not sufficient for this credit:

- Specialized training for a small group of staff
  - The opportunity to participate in an institutional sustainability committee or group
- 

"---" indicates that no data was submitted for this field

## Does the institution make training and professional development opportunities in sustainability available to all staff? :

Yes

## A brief description of the sustainability trainings and professional development opportunities available to staff :

All staff have the opportunity to participate in COA's institutional sustainability committee, CCS. All staff also have the opportunity to attend the weekly All College Meeting where issues of sustainability are frequently on the agenda. They have the opportunity to vote on issues of sustainability - food, office supplies, etc. Students frequently instruct staff members on recycling.

## The website URL where information about staff training opportunities in sustainability are available :

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# Sustainability in New Employee Orientation

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

Institution covers sustainability topics in new employee orientation and/or in outreach and guidance materials distributed to new employees, including faculty and staff.

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*"---" indicates that no data was submitted for this field*

**Does the institution cover sustainability topics in new employee orientation and/or in outreach and guidance materials distributed to new employees, including faculty and staff? :**

Yes

**A brief description of how sustainability is included in new employee orientation :**

This is a small institution. We ask that all employees accept our mission; new employees are trained in recycling containers, use of the food services, paper supply needs, etc. More of this is informal, rather than formal, given our size.

**The website URL for the information about sustainability in new employee orientation :**

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# Employee Sustainability Educators Program

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

Institution administers or oversees an ongoing faculty/staff peer-to-peer sustainability outreach and education program. In the program, employee sustainability educators are formally designated and receive formal training or participate in an institution-sponsored orientation. The institution offers financial or other support to the program.

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This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

**Responsible Party**

**Donna Gold**

Director of Public Relations

Public Relations

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*"---" indicates that no data was submitted for this field*

**Does the institution have an on-site child care facility, partner with a local facility, and/or provide subsidies or financial support to help meet the child care needs of students, faculty, and staff? :**

No

**A brief description of the child care program, policy, or practice :**

But are very child-friendly and staff frequently have children on campus! And we have a campus full of potential babysitters....

**The website URL where information about the program, policy, or practice is available :**

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# Employee Wellness Program

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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*"---" indicates that no data was submitted for this field*

**Does the institution have an employee assistance or wellness program that provides counseling, referral, and well-being services to employees? :**

Yes

**A brief description of the employee wellness program, policy, or practice :**

Through our health insurance, which includes counseling, wellness checkups and allows for a medical savings plan to cover other well-being services, including non-traditional providers.

**The website URL where information about the program, policy, or practice is available :**

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# Socially Responsible Retirement Plan

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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*"---" indicates that no data was submitted for this field*

### **Does the institution offer a socially responsible investment option for retirement plans? :**

Yes

### **A brief description of the socially responsible investment option for retirement plans :**

TIAA-CREF, which is where COA has its retirement plan, has a socially responsible investment option.

### **The website URL where information about the program, policy, or practice is available :**

<http://www.tiaa-cref.org/public/about/how-we-invest/sri/index.html>

# Investment

This subcategory seeks to recognize institutions that make investment decisions that promote sustainability. Most institutions invest some of their assets in order to generate income. Together, colleges and universities invest hundreds of billions of dollars. Schools with transparent and democratic investment processes promote accountability and engagement by the campus and community. Furthermore, institutions can support sustainability by investing in companies and funds that, in addition to providing a strong rate of return, are committed to social and environmental responsibility. Investing in these industries also supports the development of sustainable products and services. Finally, campuses can engage with the businesses in which they are invested in order to promote sustainable practices.

Throughout this subcategory, the term “sustainable investment” is inclusive of socially responsible, environmentally responsible, ethical, impact, and mission-related investment.

<b>Credit</b>
Committee on Investor Responsibility
Shareholder Advocacy
Positive Sustainability Investments
Student-Managed Sustainable Investment Fund
Sustainable Investment Policy
Investment Disclosure

# Committee on Investor Responsibility

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

Institution has a formally established and active CIR or similar body that makes recommendations to the Board of Trustees on socially and environmentally responsible investment opportunities across asset classes, including proxy voting. The body has multi-stakeholder representation, which means its membership includes faculty, staff, and students and may include alumni, trustees, and/or other parties.

Institutions for which investments are handled by the university system and/or a separate foundation of the institution should report on the investment policies and activities of those entities.

A general committee that oversees the institution's investments does not count for this credit unless social and environmental responsibility is an explicit part of its mission and/or agenda.

This credit applies to institutions with endowments of US \$1 million or larger. Institutions with endowments totaling less than US \$1 million may choose to omit this credit.

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This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

There are two possible approaches to earning this credit.

1) Institution filed or co-filed one or more shareholder resolutions that address sustainability or submitted one or more letters about social or environmental responsibility to a company in which it holds investments, during the previous three years.

and/or

2) Institution has conducted a negative screening of its entire investment pool within the last three years. This could take the form of prohibiting investment in an industry (e.g. tobacco or weapons manufacturing) or participating in a divestment effort (e.g. companies operating in South Africa during apartheid). The negative screen includes selling all but \$2,000 or less of the affected direct holdings and writing a letter to all fund managers encouraging them to remove affected holdings as well.

Institutions for which investments are handled by the university system and/or a separate foundation of the institution should report on the shareholder advocacy activities of those entities.

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This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Positive Sustainability Investments

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

Institution invests in any of the following:

- Sustainable industries, such as renewable energy or sustainable forestry
- Businesses selected for exemplary sustainability performances
- Sustainability investment funds, such as a renewable energy investment fund
- Community development financial institutions (CDFI)
- Socially responsible mutual funds with positive screens.

Investment in a socially responsible mutual fund with only negative screens (i.e. one that excludes egregious offenders or certain industries, such as tobacco or weapons manufacturing) does not count for this credit.

Institutions for which investments are handled by the university system and/or a separate foundation of the institution should report on the investment policies and activities of those entities.

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This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Student-Managed Sustainable Investment Fund

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Sustainable Investment Policy

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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*"---" indicates that no data was submitted for this field*

**Does the institution have a policy, practice or directive to consider the social and/or environmental impacts of investment decisions, in addition to financial considerations? :**

Yes

**A brief description of the sustainable investment policy :**

from our strategic plan:

VIII. College of the Atlantic is committed to environmentally and socially responsible development and investment.

**The website URL where information about the policy is available :**

<http://www.coa.edu/assets/governance/communitypolicies.pdf>

## Investment Disclosure

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**Responsible Party**

**Donna Gold**

Director of Public Relations

Public Relations

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This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Public Engagement

This subcategory seeks to recognize institutions that give back to their communities through community service, engagement, and partnerships. Volunteerism and the sense of compassion that community service helps develop are fundamental to achieving sustainability. From tutoring children to removing invasive species to volunteering at a food bank, students, faculty, and staff can make tangible contributions that address sustainability challenges through community service. Community engagement can help students develop leadership skills while deepening their understandings of practical, real-world problems. Institutions can contribute to their communities by harnessing their financial and academic resources to address community needs. For example, faculty research and courses can focus on how to address community problems. In addition, colleges and universities can offer incentives for their graduates to pursue careers that fill community needs, and schools can use their prominence to advocate for sustainability outside of their institutions.

<b>Credit</b>
Community Sustainability Partnerships
Inter-Campus Collaboration on Sustainability
Sustainability in Continuing Education
Community Service Participation
Community Service Hours
Sustainability Policy Advocacy
Trademark Licensing
Graduation Pledge
Community Service on Transcripts
Farmers' Market

# Community Sustainability Partnerships

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

Institution has formal partnership(s) with the local community, including school districts, government agencies, non-profit organizations, or other entities, to work together to advance sustainability within the community.

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*"---" indicates that no data was submitted for this field*

## Does the institution participate in community sustainability partnerships that meet the criteria for this credit? :

Yes

## A brief description of the institution's sustainability partnerships with the local community :

COA has worked with the chamber of commerce to replace traditional lightbulbs with CFLs, providing the lightbulbs free in exchange for old bulbs.

It is currently working with a local elementary school to increase sustainability literacy.

## The website URL where information about sustainability partnerships is available :

[http://www.coa.edu/press-release-archives\\_pg43\\_435.htm](http://www.coa.edu/press-release-archives_pg43_435.htm)

# Inter-Campus Collaboration on Sustainability

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

Institution collaborates with other colleges and universities to support and help build the campus sustainability community.

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*"---" indicates that no data was submitted for this field*

### **Does the institution collaborate with other colleges and universities to support and help build the campus sustainability community? :**

Yes

### **A brief summary of papers, guides, presentations, and other resources the institution has developed to share their sustainability experience with other institutions :**

COA is a founding signatory to the ACUPCC, and its former president David Hales was the chair of the committee that created its guide to carbon offsets.

It is also a part of the Real Food Challenge, and is working out its advanced goals, as it already has surpassed the base goals for signatories.

In the last two years, the college has hosted two sustainable food systems conferences on campus.

### **The names of local, state, regional, national, and other campus sustainability organizations or consortia in which the institution participates and/or is a member :**

AASHE

ACUPCC

Real Food Challenge

Governor's Carbon Challenge

Clean Air--Cool Planet Campuses for Climate Action Program

Maine Businesses for Sustainability

Staff of the college are on the Board of the Maine Organic Farmers and Gardeners Association

Earth Charter

### **A brief summary of additional ways the institution collaborates with other campuses to advance sustainability :**

In 2007, College of the Atlantic's Sustainability Director helped organize the Northeast Campus Sustainability Consortium Conference held at Bowdoin College.

In 2010, COA's Director of Sustainability worked with Unity College to develop a weekend workshop on moving toward more sustainable campuses and lifestyles. COA students also attended the workshop.

Students are frequently working with other students in Maine and New England to improve sustainability of several levels.

**The website URL where information about cross-campus collaboration is available :**

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# Sustainability in Continuing Education

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

### *Part 1*

Institution offers continuing education courses that are focused on or related to sustainability.

Courses that can be taken for academic credit are not included in this credit. They are covered by the *Curriculum* subcategory.

### *Part 2*

Institution has a sustainability-related certificate program through its continuing education or extension department.

---

This credit was marked as **Not Applicable** for the following reason:

*Institution does not offer continuing education or community education programs.*

# Community Service Participation

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

Institution engages its student body in community service, as measured by the percentage of students who participate in community service.

Institutions may exclude non-credit, continuing education, and/or part-time students from this credit.

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## Submission Note:

From our course catalog:

### Community Service

All students at COA are required to complete forty hours of community service prior to their last term of enrollment. The College believes that community service provides valuable experience as well as personal and educational opportunities that complement a student's studies in Human Ecology. A student can satisfy the community service requirement through on-campus or off-campus volunteer work. On-campus service suggestions include committee membership, planning campus-wide activities such as Earth Day, or volunteering at Beech Hill Farm. Off-campus service includes activities that strengthen the College's ties to the local community such as coaching local athletic teams, tutoring math in an after-school program, or volunteering at a nursing home. A combination of on-campus and off-campus experiences is encouraged.

Community service must be on a volunteer basis (not for pay or for credit) and consist of a minimum of forty hours in total. Most students have an excess of community-oriented work and ultimately need to decide which experience to use to fulfill the requirement. The Internship and Career Services Director is responsible for assessing the adequacy of the student's service. A one-page form with a description of the activity, length of involvement, and reflections must be completed and returned to the Internship Office prior to graduation. The required form is available on the college's website. In addition this office has resources for on and off campus community service opportunities.

*"---" indicates that no data was submitted for this field*

## The number of students engaged in community service :

350

## Total number of students, which may exclude part-time, continuing education and/or non-credit students :

350

## The website URL where information about the institution's community service initiatives is available :

<http://www.coa.edu/degree-requirements.htm>

# Community Service Hours

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

Institution engages students in community service, as measured by average hours contributed per full-time student per year.

Institutions may exclude non-credit, continuing education, and/or part-time students from this credit.

---

## Submission Note:

Every student is required to do 40 hours of community service before graduation. The hours given above is the number of community service hours if students spread this over four years. It's an approximate number, reduced to account for the fact that our incoming classes are usually larger than our graduating classes

"---" indicates that no data was submitted for this field

## The number of student community service hours contributed during a one-year period :

3200

## Total number of students, which may exclude part-time, continuing education and/or non-credit students :

350

## The website URL where information about the institution's community service initiatives is available :

<http://www.coa.edu/assets/registrar/academicprogramandpolicies.pdf>

# Sustainability Policy Advocacy

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

Institution advocates for federal, state, or local public policies that support campus sustainability or that otherwise advance sustainability.

The policy advocacy must be done by the institution, not by students or a student group.

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## Submission Note:

The website refers to students' efforts on an international level.

"---" indicates that no data was submitted for this field

**Has the institution advocated for federal, state, and/or local public policies that support campus sustainability or that otherwise advance sustainability? :**

Yes

**A brief description of how the institution engages in public policy advocacy for sustainability, including the issues, bills, and ordinances for or against which the institution has advocated :**

State: Students lobbied for and helped to pass Maine's bottle bill in the 1970s. More recently, a student initiated the bill that requires big box stores to offer an economic impact statement before moving into a town. Students have lobbied the state to preserve natural wildlands, and vernal pools, they have protested - with faculty - the keystone pipeline. Students are taught to be advocates for local, national, regional and international issues, and have had a powerful presence as youth delegates at UN conferences.

**The website URL where information about the institution's advocacy efforts are available :**

<http://www.earthinbrackets.org/>

# Trademark Licensing

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

### *Part 1*

Institution is a member of the Fair Labor Association or Worker Rights Consortium.

### *Part 2*

Institution has signed on to participate in the Designated Suppliers Program.

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This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Graduation Pledge

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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### Submission Note:

COA students just about take such a pledge when they start at COA - since they pledge to be part of a human ecology school. But it would be against our sense of a student's independence to require or even suggest such a pledge!

This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

## Community Service on Transcripts

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**Responsible Party**

**Donna Gold**

Director of Public Relations

Public Relations

---

This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Farmers' Market

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

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### Submission Note:

COA also hosts a community garden on campus where members of the public can lease a small plot to grow their own vegetables. A farmer's market, not organized by COA, is held in Bar Harbor.

*"---" indicates that no data was submitted for this field*

### Does the institution host a farmers' market for the community? :

Yes

### A brief description of the farmers' market :

Produce from the college's Beech Hill Farm is available to members of the college community as well as the general public through the farm stand, which also sells other local farm's products, and through CSA shares. Beech Hill Farm produce and seedlings are brought to campus and sold by students who work for the farm.

### The website URL where information about the market is available :

<http://www.coa.edu/beece-hill-farm-microsite.htm>

# Innovation

## Innovation

These credits recognize institutions that are seeking innovative solutions to sustainability challenges and demonstrating sustainability leadership in ways that are not otherwise captured by STARS.

Credit
Innovation 1
Innovation 2
Innovation 3
Innovation 4

# Innovation 1

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

- 1) Innovation credits are reserved for new, extraordinary, unique, groundbreaking, or uncommon outcomes, policies, and practices that greatly exceed the highest criterion of an existing STARS credit or are not covered by an existing STARS credit.
  - 2) In general, innovation credits should have roughly similar impacts or be on the same scale as Tier One credits.
  - 3) The innovative practice, policy, program, or outcome should have occurred within the past three years.
  - 4) The innovative practice or program has to be something that the institution has already done; planned activities do not count.
  - 5) An institution can only claim a particular activity as an innovation credit once. When re-submitting for a STARS rating, an innovation credit that the institution submitted previously cannot be re-submitted.
  - 6) Practices, policies, and programs that were once considered innovative but are now widely adopted (e.g. being the first institution to enact a policy 20 years ago that is now common) may not be claimed as innovation credits.
  - 7) Multiple activities or practices whose sum is innovative can be considered for an innovation credit as long as those activities or practices are related. For example, three innovative waste reduction programs in research laboratories could be listed together under a single innovation credit for Greening Laboratories. Listing a series of unrelated accomplishments or events under a single innovation credit is not accepted.
  - 8) While the practices that led to receiving an award may be appropriate for an innovation credit, winning awards and/or high sustainability rankings in other assessments is not, in and of itself, grounds for an innovation credit.
  - 9) Outcomes, policies, and practices that are innovative for the institution's region or school type are eligible for innovation credits.
  - 10) When the innovation is part of a partnership, the summary provided must clearly describe the institution's role in the innovation.
- 

*"---" indicates that no data was submitted for this field*

## **A brief description of the innovative policy, practice, program, or outcome :**

Re-imagining the Future through Regenerative, Renewable Energy:

This is a hands-on demonstration project using COA students to determine, site, order and install incremental energy efficiencies as a means of showing area families, farms, and businesses various ways that they can economically increase their efficiency. This project was chosen to participate in a global design challenge fostering projects that promote responsible, sustainable, and efficient energy solutions for a better quality of life. COA was one of only 22 schools from eight countries chosen for this project. The competition is led by the French energy leader EDF and the French Design Promotion Association.

**A letter of affirmation from an individual with relevant expertise :**

[EDF COA FINALreport2.3smaller.pdf](#)

**The website URL where information about the innovation is available :**

<http://newsworthy.coa.edu/2012/03/coa-chosen-for-global-design-challenge/>

### Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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- 

*"---" indicates that no data was submitted for this field*

### **A brief description of the innovative policy, practice, program, or outcome :**

Sustainable Enterprise Hatchery

COA's Hatchery offers students intensive, real world mentoring for a wide range of enterprises, allowing students to pursue their dream projects while still in school and giving them a powerful leg up when they leave. This year the hatchery projects include the creation of a community center in downtown Bar Harbor, which lacks such a center, the furthering of an international environmental diplomacy website (

[earthinbrackets.org](http://earthinbrackets.org)

) to a full-fledged media organization, an organic agave farm and production operation in central Mexico, and a filmmaker launching his short feature. In the past, it has included a student experimenting with turning food waste into an alcohol-based, butanol fuel, and Big Box Farms,

<http://www.bigboxfarms.com>

, creating fresh greens within warehouses.

There is much that is innovative in this undergraduate program for non-profit and for-profit enterprises, including the success of its ventures.

**A letter of affirmation from an individual with relevant expertise :**

[hatchery innovation letter.docx](#)

**The website URL where information about the innovation is available :**

<http://www.coa.edu/susenterprisehatchery.htm>

### Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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- 

### Submission Note:

After completing the survey, I decided that there really is no opportunity to really discuss COA's particular culture of sustainability. Except here. It was not started in the last three years however! This culture began 40 years ago when COA held its first classes. But it is ongoing. And it is renewed year after year, by students, faculty, and staff, in new and different ways. While the attached letter was written in 2005, COA continues to evolve, so that last December our president had the entire campus read an article wondering whether sustainability is too focused on finding ways to do what we want to do without using as much fuel, while really what the globe needs is a scaling down, and we ought to be speaking again in terms of environmentalism, not sustainability. These issues are discussed throughout campus - in high level administrative meetings and at the weekly All College Meeting. It is part of our current questioning of our carbon neutral status. We take our mission seriously.

**A brief description of the innovative policy, practice, program, or outcome :**

A culture of sustainability/environmentalism within a mission-centered institution in which ALL constituents - staff, students, and faculty embrace the mission. As the letter of affirmation, included in the next category states (written by an outside researcher investigating sustainability across campuses):

COA has "a history and mission that are intentionally and inherently attentive to ecological impacts; an organizational decision-making structure that is inclusive of stakeholder demands for sustainability; shared expertise among faculty, staff, and students that seeks continuous quality improvements and technological innovation; a commitment to create institutional teaching moments around sustainability (e.g., your no-waste graduation events). These cultural ingredients combine in a way that seems to inclusively embrace all aspects of organizational ecological impact: waste, energy, biodiversity, materials, green building design."

**A letter of affirmation from an individual with relevant expertise :**

[COA final reportdkrueger.doc](#)

**The website URL where information about the innovation is available :**

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## Innovation 4

### Criteria

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This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Supplemental

## Supplemental Data

The supplemental section includes reporting fields that are not part of STARS, but that have been requested by campus survey organizations (the Sustainable Endowments Institute, The Princeton Review, and Sierra magazine). Institutions that wish to share their data with one or more of these organizations should complete the fields in full or contact the relevant organization(s) for guidance regarding minimum reporting requirements.

<b>Credit</b>
New Student Orientation
Food Education
Food and Beverage Purchases
Confinement-Free Food Purchases
Vegetarian-Fed Food Purchases
Hormone-Free Food Purchases
Seafood Purchases
Dishware
Energy Initiatives
Energy Use by Type
Procurement
Bike Sharing
Water Initiatives
Endowment
Sustainability Staffing

# New Student Orientation

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

Institution provides details about how it incorporates sustainability into new student orientation.

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*"---" indicates that no data was submitted for this field*

**Does new student orientation include presentations, speakers, or skits that address sustainability and take place in large venues that most or all first-year students attend? :**

Yes

**Provide a brief description of the presentations, speakers or skits :**

Yes, COA emphasizes sustainability in every aspect of its operations, and stresses the importance of sustainability to its incoming students. In the past, there have been "sustainability olympics" which educate and quiz students on ways in which COA strives to be a green institution. At times, students have created artwork from recycled items.

Resident Advisors are also trained to stress the importance of sustainability to their new residents and integrate daily practices of sustainability in their houses. Also, committees that focus on keeping the campus sustainable are often present at some point during orientation.

**Does new student orientation incorporate sustainability information into presentations (e.g., made by Residential Advisors to individual dorm floors)? :**

Yes

**Provide a brief description of the presentations :**

See above

**Does new student orientation actively engage students in activities that raise awareness about sustainability, highlight how sustainability plays out on campus, or allows students to take part in a productive green activity? :**

Yes

**Provide a brief description of the activities :**

Again, please see first description.

**Does the institution make new student orientation more sustainable via efforts such as a zero-waste meal or carbon offsets? :**

Yes

**Provide a brief description of the efforts :**

Between composting and the kitchen's efforts to minimize waste, our meals are nearly zero-waste as is. COA is also currently carbon neutral via offsets.

**Does the institution incorporate sustainability into new student orientation in other ways? :**

Yes

**Provide a brief description :**

Each year RAs work with the Dean of Student Life to improve orientation. Since this year's Campus Committee on Sustainability is very active, and several RAs are quite involved, it is likely that new ways of incorporating sustainability will be developed.

# Food Education

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## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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## Criteria

Institution provides education about eco-positive food and gardening techniques.

---

*"---" indicates that no data was submitted for this field*

## Are students educated in an academic class about how to make eco-positive food choices? :

Yes

## Provide a brief description :

Molly Anderson, the Partridge Chair in Sustainable Food Systems teaches a range of classes that fit this description. You can read more about them by clicking on their number on our website:

[http://www.coa.edu/course-listings\\_instMolly%20Anderson.htm](http://www.coa.edu/course-listings_instMolly%20Anderson.htm)

Here are their names:

HS779 Fixing Food Systems: Sustainable Production & Consumption

HS794 Food, Power and Justice

HS811 Hunger, Food Security and Food Sovereignty

HS825 COA's Foodprint: Our Local Food System

HS838 Systems Dynamics

HS845 Redefining Food Systems Efficiency

HS855 Introduction to Sustainability

## Are students educated in dining facilities about how to make eco-positive food choices? :

Yes

**Provide a brief description :**

Yes, as part of classes - whether independent studies or tutorials - students will place posters throughout the dining hall focusing on one or more elements of the food production chain.

Our dining hall itself makes ecopositive choices, so the food available is an education.

Additionally, specific foods are labeled according to their origin - especially when they come from our farm.

**Are students educated during orientation about how to make eco-positive food choices? :**

Yes

**Provide a brief description :**

The food service, the farms, are part of the orientation process.

**Are students educated in other venues about how to make eco-positive food choices? :**

Yes

**Provide a brief description :**

RAs are also part of the system, because students who live on campus make their own food on weekends. Composting buckets are in every residence hall.

And there's a food group. COA joined the Real Food Challenge this spring; the food group measured our food procurement process and discovered we are much further ahead than the basic challenge (20% "real" food, I believe; we have 35% "real food".)

**Is there a program by which students are encouraged to and/or taught how to grow their own food? :**

Yes

**Provide a brief description of the program :**

Gardens and Greenhouses brings students into the COA Community Garden, part of the main campus, to plant food for the kitchen garden, for sale, and for use by development over the summer.

# Food and Beverage Purchases

---

## Responsible Party

**Donna Gold**  
Director of Public Relations  
Public Relations

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## Criteria

Institution provides details of its food and beverage purchases.

---

*"---" indicates that no data was submitted for this field*

**The percentage of food and beverage expenditures that were processed within 100 miles of the institution by a company that is not publicly traded :**

7

**The percentage of food and beverage expenditures that were grown within 100 miles of the institution :**

10

**List what tool your institution is using to track this information (e.g. Center for Environmental Farming Systems or CBORD) :**

manual data entering in spreadsheets

**List items procured for dining services from on-campus organic garden(s) :**

spinach, greens, leeks, pea shoots, cabbage, cucumbers, carrots, basil, chives, sorrel, turnips, tomatoes, beets, oregano, parsley, rhubarb, squash

**The percentage of total food and beverage expenditures spent by dining services to procure items from on-campus organic garden(s) :**

4

**List all Fair Trade certified items purchased :**

coffee, tea, soda

# Confinement-Free Food Purchases

---

**Responsible Party**

**Donna Gold**  
Director of Public Relations  
Public Relations

---

**Criteria**

Institution provides details of its confinement-free animal product purchases.

---

*"---" indicates that no data was submitted for this field*

**Type of cage-free / free-range eggs purchased :**

Nellie's Nest cage-free

**Percentage purchased :**

92

**Comments :**

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**Type of confinement-free product purchased (1st product) :**

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**Percentage purchased (1st product) :**

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**Comments (1st product) :**

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**Type of confinement-free product purchased (2nd product) :**

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**Percentage purchased (2nd product) :**

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**Comments (2nd product) :**

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**Type of confinement-free product purchased (3rd product) :**

---

**Percentage purchased (3rd product) :**

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**Comments (3rd product) :**

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**Type of confinement-free product purchased (4th product) :**

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**Percentage purchased (4th product) :**

---

**Comments (4th product) :**

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## Vegetarian-Fed Food Purchases

### Criteria

Institution provides details of its vegetarian-fed animal product purchases.

---

This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

## Hormone-Free Food Purchases

### Criteria

Institution provides details of its hormone-free animal product purchases.

---

This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

## Seafood Purchases

### Criteria

Institution provides details of seafood products purchased that meet Marine Stewardship Council Blue Ecolabel standards and/or Monterey Bay Aquarium Seafood Watch guidelines.

---

This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Dishware

---

## Responsible Party

**Craig Ten Broeck**

Director of Sustainability

Office of the President

---

## Criteria

Institution provides details of the dishware its provides at its dining services locations.

---

### Submission Note:

The college uses compostable dinner ware such as eating utensils and cups in its dining hall occasionally when there is a shortage of eating utensils or cups, and at its Deering Common Cafe. These compostable products are also used at some events on campus. All of the materials are composted after use.

*"---" indicates that no data was submitted for this field*

**Does the institution offer reusable dishware at its dining services locations? :**

Yes

**Does the institution offer plastic dishware at its dining services locations? :**

No

**Does the institution offer polystyrene (Styrofoam) dishware at its dining services locations? :**

No

**Does the institution offer post-consumer recycled content dishware at its dining services locations? :**

Yes

**Does the institution offer biodegradable / compostable dishware at its dining services locations? :**

Yes

**Does the institution offer other types of dishware at its dining services locations? :**

---

**Provide a brief description. :**

---

## Energy Initiatives

---

**Responsible Party**

**Craig Ten Broeck**

Director of Sustainability

Office of the President

---

**Criteria**

Institution provides details about its energy initiatives.

---

This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Energy Use by Type

---

## Responsible Party

**Craig Ten Broeck**  
Director of Sustainability  
Office of the President

---

## Criteria

Institution reports its energy use by type.

---

### Submission Note:

All heating fuel volumes or weights were converted to Btus. Total Btus for heating were calculated and the various fuel types divided by the total to get percentages.

"---" indicates that no data was submitted for this field

**The percentage of total electricity use from coal. :**

0

**The percentage of total electricity use from wind. :**

99

**The percentage of total electricity use from biomass. :**

---

**The percentage of total electricity use from natural gas. :**

---

**The percentage of total electricity use from solar PV. :**

1

**The percentage of total electricity use from geothermal. :**

---

**The percentage of total electricity use from nuclear. :**

---

**The percentage of total electricity use from hydro. :**

---

**The percentage of total electricity use from other. :**

---

**Provide a brief description. :**

Electricity from wind is purchased through Constellation NewEnergy which provides a bundled wind and REC product to College of the Atlantic.

**The percentage of total energy used for heating buildings from coal. :**

0

**The percentage of total energy used for heating buildings from biomass. :**

10

**The percentage of total energy used for heating buildings from electricity. :**

---

**The percentage of total energy used for heating buildings from natural gas. :**

---

**The percentage of total energy used for heating buildings from geothermal. :**

---

**The percentage of total energy used for heating buildings from fuel oil. :**

66

**The percentage of total energy used for heating buildings from other. :**

24

**Provide a brief description. :**

Propane is used

**If cogeneration, please explain. :**

---

**Responsible Party**

**Donna Gold**  
Director of Public Relations  
Public Relations

---

**Criteria**

Institution provides details about its procurement efforts.

---

*"---" indicates that no data was submitted for this field*

**The percentage of institutionally purchased appliances that are ENERGY STAR rated (of eligible appliance categories) :**

100

**Does the institution have a policy to purchase ENERGY STAR appliances whenever possible? :**

Yes

**The percentage of expenditures on Forest Stewardship Council (FSC) certified office paper (US/Canadian dollars) :**

100

**Does the institution's vendor code or policy require vendors to use less packaging? :**

No

# Bike Sharing

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## Responsible Party

**Donna Gold**  
Director of Public Relations  
Public Relations

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## Criteria

Institution reports the number of bicycles available through bike sharing programs.

---

### Submission Note:

Bikes include helmets. We also have 1 tandem bike, an equipped garage + storage space. And workshops to help people learn to fix their own bikes.

"---" indicates that no data was submitted for this field

## The number of bicycles available through bike sharing programs :

30

## Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

---

## Criteria

Institution provides details about its water initiatives.

---

### Submission Note:

COA has both waterless urinals and composting toilets in the Deering Common Student Center and the second and third floor of its new Kathryn W. Davis Student Residence Village (the first floor bathrooms can't handle composting toilets because they do not have a basement).

*"---" indicates that no data was submitted for this field*

### Is there is a ban or restriction on selling or distributing bottled water on campus? :

Yes

### Provide a brief description of any bottled water ban or restriction :

This was passed at an All College Meeting.

### Does the institution meter any of its non-potable water usage? :

No

### The percentage of urinals on campus that are waterless :

15

## Endowment

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### Responsible Party

**Donna Gold**

Director of Public Relations

Public Relations

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### Criteria

Institution provides details about its endowment.

---

This credit was marked as **Not Pursuing** so Reporting Fields will not be displayed.

# Sustainability Staffing

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## Responsible Party

**Craig Ten Broeck**

Director of Sustainability  
Office of the President

---

## Criteria

Institution reports the amount of weekly time worked by people employed in the sustainability office, if applicable (in full-time equivalent).

---

### Submission Note:

The sustainability Director is a half time position (0.5 FTE) over the course of the year, but works about 35 hours a week during the academic terms. The Administrative Dean and the Director of Buildings and Grounds are credited with working 0.5 FTE on sustainability initiatives. Students as a part of work study programs maintain the campus composting system, handling the materials recycling, help maintain the grounds which is done using organic approaches and have been responsible through classes and volunteer efforts in installing solar pv systems and purchasing and maintaining an electric van to transport students to the college farms.

"---" indicates that no data was submitted for this field

## The amount of weekly time worked by people employed in the sustainability office (in full-time equivalent) :

35

## FTE staff on payroll :

1

## FTE student intern/fellow :

4