COLLEGE OF MARIN

Environmental Action Committee

Minutes

March 5, 2026, 9:30am – 10:30am

Zoom Meeting
https://marin-edu.zoom.us/j/81545458212

TOPIC	DESCRIPTION	TIME	CATEGORY:
1. Agenda/Minutes	Review agenda and 2/5/2026 meeting minutes	5 min	Action
2. EV Chargers	EV Charger installation update	5 min	Action
3. EAC Teams	Repository for everything EAC	5 min	Action
4. Recycling Update	Compost Bins – KTD & IVC	5 min	Action
5. Environmental Impact Mitigation Plan	Subcommittees	25 min	Discussion
6. Open Discussion		10 min	Discussion
7. Closing		5 min	Action

Managers: Klaus Christiansen (chair) Sadika Sulaiman Hara	**Students (ASCOM):** Hassiel Amador Sonja Suzuki Luca Magalhaes	**Faculty:** Fernando Agudelo-Silva Wendy St. John
Resources: Revathi V. Machan Nancy Willet	**Classified:** Tealy Gapinski Rion Smith	**Staff Support:** Tessa Loegering

Present: Sadika Sulaiman Hara, Fernando Agudelo-Silva, Wendy St. John
,Sonya Suzuki, Tealy Gapinski, Rion Smith, Revathi V. Machan, Tessa Loegering, Nancy Willet
Absent: Klaus Christiansen, Hassiel Enrique Amador, Luca Magalhaes

Minutes approved: Fernando Agudelo-Silva and Tealy Gapinski
Agenda approved: Fernando Agudelo-Silva and Tealy Gapinski

EV Charger - EV Charger installation update

Revathi provided updates on the installation of 20 new EV chargers at Kentfield campus, which were completed on February 19-20, and plans to replace the 16 IVC chargers later in the year. She clarified that there is no reservation system for the chargers yet, the software setup is ongoing, and the chargers currently have open access. The committee discussed the increased demand for EV chargers and the decision to standardize chargers across Kentfield and IVC before expanding to other lots.

EAC Teams - Repository for everything EAC

Tessa reported that the Brailsford & Dunleavy analysis report is saved on the EAC Teams channel Resources and in an effort to facilitate communication and document sharing, she reminded the committee to add any documents, links and projects to the EAC channel, so that they can be easily accessed and located by the committee.

Recycling Update - Compost Bins – KTD & IVC

Revathi provided updates on recycling stations and compost bins, highlighting plans to eventually expand these initiatives to all of the campus buildings, starting with the Kentfield campus and then the IVC campus later. Revathi reported that while custodians are performing well with waste sorting, there is still confusion among users about proper recycling practices, particularly in the new Center for Student Success building, resulting in contamination issues. The contaminated items will not be recycled by Marin Sanitary. Revathi will create educational flyers with the Marketing and Communications team, and provide information for an upcoming student services meeting on March 23rd, which will include CSS building occupants.

Tealy and Fernando discussed the progress and future plans for composting on the IVC farm and adding composting at the Kentfield campus, next to the greenhouse. The team also addressed the need to institutionalize composting efforts, including the involvement of the collection of coffee grounds from the Pink Owl Coffee location in the new Center for Student Success building. Fernando proposed that the custodians be assigned to regularly collect and compost the coffee grounds, rather than relying on students and faculty. Sadika agreed with Fernando's point about long-term goals, emphasizing the need to train custodians on new composting bins and acknowledging that the plan is still being rolled out. The committee agreed to keep this as a priority "to-do" item, with Sadika suggesting that budget distribution and PRAC integration could help institutionalize these efforts.

Environmental Impact Mitigation Plan – Subcommittees

The committee discussed whether to continue as a unified group or split into subcommittees and the committee agreed that remaining as one committee would be more effective. It was decided to focus on determining priorities and assessing the scope of work for each priority before deciding on an approach.

Open Discussion

The group discussed organizing the sustainability initiatives into a structured framework, with Nancy suggesting using an existing document that categorizes efforts into efficiency, energy transition, transportation, resource management, and education. She shared a link to Sacramento State's sustainability website, which includes a comprehensive audit and STARS tracking system for comparison with other colleges.
https://www.csus.edu/experience/innovation-creativity/sustainability/

The committee discussed plans for keeping track of the sustainability projects. Tessa will create a Gantt excel tracking chart to assign projects, visualize timelines,and project steps. This tracking chart will be shared with the committee on the EAC Teams channel.

Rion asked about the vacant lot on Sir Francis Drake, next to the Marketing & Communications building at 941 Sir Francis Drake Blvd., and utilizing it for COM's student and employee housing. Sadika clarified that College of Marin is not currently purchasing housing, though there was a previous initiative under Greg Nelson. Sadika agreed to investigate the current tenant situation for the upstairs apartment at 941 Sir Francis Drake Blvd. and report back to the committee. Sadika also mentioned that there is already a larger county-wide initiative about providing low cost housing for educators in an effort to reduce commuting, so we will utilize that, before building housing in COM property.

Next steps

- Revathi: Work with marketing and communications to create and distribute educational flyers and PNGs for TV screens about new waste stations and composting, to be ready for the Student Services meeting on March 23rd.
- Tessa: Create a Gantt chart/spreadsheet to track project timelines and status for all environmental action items,and upload it to the shared EAC Teams folder.
- All committee members: Review the Gantt chart/spreadsheet in Teams when notified by Tessa and provide input, updates, or additions.
- Tessa: Reach out to Klaus to obtain the master landscape plan and any available building plans (especially for new buildings),and upload them to the shared Teams folder.

- Tessa: Add "Review of the master landscape plan" as an agenda item for the next meeting.
- Sadika: Investigate the current status/tenancy of the apartment above 941 Sir Francisc Drake and the empty lot adjacent to 941 building, including any potential uses or ongoing projects, and report back to the committee.
- Nancy: Share the link to the Sacramento State sustainability website (and related resources) by uploading it to the Teams channel under Resources.
- Tealy: Provide updates on the rollout and progress of the IVC organic farm composting pilot at future meetings, as a standing agenda item.
- Revathi: Coordinate with Enzo to ensure custodians are informed about compost bin locations and pickup/drop-off procedures at IVC.
- Fernando: Continue collecting the coffee grounds and work towards institutionalizing the composting process.