

# DASG ENVIRONMENTAL SUSTAINABILITY CODE

This Edition Amended: 3/17/2021

## **Article I: Environmental Sustainability Committee**

### **Section 1: Membership**

The DASG Environmental Sustainability shall consist of the following:

- A. Voting Members
  - 1. DASG Chair of Environmental Sustainability (must be a committee officer)
  - 2. At least two (2) additional DASG Senators
- B. Non-Voting Members
  - 1. Any number of Interns.
    - i. In informal committee votes, Interns may cast advisory votes.
- C. Advisors
  - 1. DASG Senate Advisor(s)

### **Section 2: Objectives**

- A. Plan and host events that raise awareness regarding environmental sustainability.
- B. Promote environmental sustainability through projects and programs.
- C. Ensure the DASG operates in an environmentally sustainable manner.
- D. Work with other environmental sustainability groups.

### **Section 3: Right to Act**

The DASG Senate delegates authority to DASG Environmental Sustainability Committee to take action on behalf of the DASG Senate to fulfill its own objectives with the following restrictions:

- A. Any environmental policy must be approved by the DASG Senate.
- B. Workshops hosted by DASG Environmental Sustainability are voluntary unless made mandatory by the DASG President, DASG Vice President, or by majority vote of the DASG Senate.
- C. The DASG Senate must endorse or otherwise officially support an organization before DASG Environmental Sustainability may sponsor an event to promote that organization.

#### **Section 4: Committee Duties and Responsibilities**

- A. Work to conserve and preserve the De Anza College environment and community well-being within the boundaries of social justice and environmental sustainability.
- B. Review or propose the Environmental Sustainability Policy for implementation by the DASG Senate and its Committees.
- C. Schedule and hold at least one (1) event every quarter (not applicable during Summer Quarter).
- D. Conduct a sustainability workshop during Fall or Winter quarter.
- E. Manage and oversee the DASG Campus Environment and Sustainability Account (41-51173).
- F. Review the Committee Code at least once per term and submit any proposed amendments to the DASG Senate for approval.
- G. Review amendments proposed to the code by the DASG Senate, make appropriate changes to be presented again to the DASG Senate for the second (2<sup>nd</sup>) read.
- H. Ensure all applicants have equal access to the Bike Program and provide safe bikes to all students who are in need.
- I. Ensure at least one (1) sitting Senator on the Committee attends Campus Facilities Committee to ensure all future De Anza projects fulfill students' needs and meet environmental standards.
- J. Promote, process, and expand the EcoFund projects to all students in order to encourage innovations in an environmentally sustainable society as outlined in EcoFund Code.
- K. Conduct a committee specific training immediately following midterm elections.

## ARTICLE II: OFFICERS

### **Section 1: Officers**

- A. DASG Environmental Sustainability Committee shall have the following positions:
  - DASG Environmental Projects Manager
  - DASG Environmental Sustainability Analyst
  - DASG Environmental Relations Coordinator
  - DASG EcoFund Coordinator
- B. The Committee shall reserve the right to create or dissolve ad hoc positions as deemed necessary.
- C. Committee Officers are appointed or removed with a majority vote of the Committee.
- D. The Committee Chair shall assume all duties and responsibilities of vacant positions.

### **Section 2: Individual Duties and Responsibilities**

- A. **DASG Environmental Projects Manager shall:**
  - 1. Oversee the events, projects and programs of the DASG Environmental Sustainability Committee.
  - 2. Fill out Event Planning Forms, product and service requests, and other paperwork for events.
  - 3. Write an evaluation for each event that will be filed for future reference.
- B. **DASG Environmental Sustainability Analyst shall:**
  - 1. Analyze and research ways that other DASG committees can be environmentally sustainable.
  - 2. Advise other committees on how they can operate in a more environmentally sustainable manner.
  - 3. Review and implement the DASG environmental sustainability policy.
  - 4. Lead the planning and preparation for the Environmental Sustainability workshop.
- C. **DASG Environmental Relations Coordinator shall:**
  - 1. Conduct meetings with any De Anza College community members that are involved with environmental affairs.
  - 2. Promote the DASG Environmental Sustainability Committee and be a spokesperson for the DASG Environmental Sustainability Committee by, but not limited to, the following:
    - i. Communication with Environmental, Natural, and Physical Science professors
    - ii. Coordinate tabling events
  - 3. Work with the DASG Marketing and Communications Committee to promote Environmental Sustainability events, projects and programs.
- D. **DASG EcoFund Coordinator shall:**
  - 1. Ensure that EcoFund runs efficiently.
  - 2. Provide recommendations if needed to improve the program.
  - 3. Promote and recruit applicants for the EcoFund.
  - 4. Collect project feedback from the Project Team Lead.
  - 5. Review the EcoFund Code at least once per term and submit any proposed amendments to the Committee then DASG Senate for approval.
  - 6. Fulfill responsibilities outlined in Article IV of the EcoFund Codes.

## **ARTICLE III: Environmental Sustainability Policy**

### **Section 1      Objectives and Goals**

- A. Ensure the DASG Senate and office is participating in sustainable practices and encourage programs to integrate sustainable activities.
- B. Encourage sustainable transportation services to DASG Constituents
  - i. VTA SmartPass
  - ii. Carpooling initiatives
  - iii. Public Transit
  - iv. Bicycling
- B. Stay informed of De Anza College campus and FHDA District wide sustainability events, workshops, and plans.
- C. Adhere to Board Policy 3214 Environmentally Sustainable Practices.

### **Section 2      Internal DASG Policy**

- A. All committees must use recyclable or compostable dishware and utensils at in-person events.
  - a. These will be provided by the Environmental Sustainability Committee and kept in the DASG Office.
- B. DASG office lights and unused appliances must be turned off and unplugged (when applicable) if the office is empty for more than 45 minutes.
- C. All DASG events in person must serve vegetarian food options.
  - a. If the event hosts more than 50 people, vegan options must be offered as well.
- D. The DASG Senate shall coordinate and provide carpool options for all DASG Senate Members to participate in.
- E. All DASG Committees and events must practice recycling of proper materials.
  - a. Recycling bins must be available at all in-person events
  - b. Advertising materials, such as flyers and posters, must be repurposed and recycled.
- F. DASG Senate events shall procure any materials from sustainable and local or small businesses.

### **Section 3:      Implementation**

- A. The Environmental Sustainability Committee shall lend aid where applicable to ensure the Environmental Sustainability Policy is being implemented.
- B. The DASG Senate and its Committees shall pledge to honor the Environmental Sustainability Policy and follow its rules.

Adopted:      6/4/2008                      Amended:      5/26/2021  
Amended:      3/4/2009  
Amended:      9/15/2010  
Amended:      5/25/2011  
Amended:      12/04/2013  
Amended:      11/29/2017  
Amended:      4/15/2020  
Amended:      3/17/2021