

# Terms of Reference

**DALHOUSIE UNIVERSITY  
OFFICE OF SUSTAINABILITY  
Rethink: Sustainability on Campus  
SUSTAINABILITY TEAMS  
Terms of Reference**

## **1.0 Introduction**

These terms of reference provide the guidelines under which Sustainability Teams operate.

## **2.0 Mandate**

Sustainability Teams shall be a forum that includes students, staff, and/or faculty representatives from Dalhousie University.

The mandate of the Sustainability Teams is to:

- i) Provide an informal social forum dedicated to learning about and conducting sustainable activities on the Dalhousie campus.

## **3.0 Purpose**

This group is formed in recognition of the following:

- Dalhousie University's objective of becoming a leader in campus sustainability by:
  - Working together to reduce the amount of water, energy and products we use, and the air emissions and waste we produce; and
  - Educating and promoting sustainable activities on campus.

## **4.0 Goals**

Sustainability Teams will:

- Strive to reduce ecological and health impacts (in some cases economic costs) of Dalhousie's operations;
- Incorporate the principles of sustainability into Dalhousie's operations;

- Build a culture of sustainability on campus;
- Provide sustainability leadership and support by being role models on campus;
- Support life-long learning

## **5.0 Membership**

Sustainability Teams can be organized by building, building floor, by organization, or by interest (i.e. green labs). Each team can include staff, faculty, and/or students.

## **6.0 Meetings**

Teams shall meet monthly (or as they see fit) to touch base on ongoing projects. When and where teams meet will be decided by the group. Some team projects may be seen as beneficial work or class endeavors. Team members may be able to negotiate opportunities for class credit or a small work time allocation at their discretion and approval of appropriate faculty and administrators.

## **7.0 Roles and Responsibilities**

1. Members of Sustainability Teams:
  - Participate in the monthly meetings of their respective Sustainability Team;
  - Participate in the coordination and implementation of their Sustainability Team's projects;
  - Educate and promote sustainable activities on campus;
  - Seek appropriate approvals of building administrators for any activities they may carry out such as the Sustainability Assessment; and
  - Provide information to the Office of Sustainability annually on their progress for inclusion in the University Sustainability report and for enhancing program delivery.
2. The Office of Sustainability:
  - Provides training material and resources;
  - Organizes events such as the Annual Sustainability Teams Celebration;
  - Provides advice to Sustainability Teams;
  - Makes modifications to the program based on feedback; and
  - Provides annual summary of the results of the program.