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| **Overall Green Event Programming Goals** |
| **40% of all IU Board events qualify as “Green” by end of Spring Semester 2021:*** IU Board & ISEE develop agreement streamlining the Green Event certification process for IU Board events, given the high volume:
	+ *Either a Single Point of Contact (SPOC) within IU Board is accountable for Green certification, tracking qualifying events, and reporting back to SSC and iSEE.*
	+ *OR each Program Director is responsible for documenting their respective events and reporting up to the VP of Programs.*
* **IU Board, given its unique charter with the University Board of Trustees, needs to have full control of the certification of the sustainability programming vs. ISEE:**
	+ *IU Board Program Council will incorporate Sustainability metrics into its existing event assessment tool.*
	+ *The IU Board SPOC would provide periodic reports as defined in the agreement to the ISEE Sustainability Coordinator.*
 | **60% of all IU Board events qualify as “Green” by the end of 2023:*** Events are certified, documented and tracked by IU Board in collaboration with iSEE.
* Develop a comprehensive sustainability programming guide that helps IU Board Program Directors integrate sustainability into their planning:
	+ *Illini Union and IU Board* ***MAY*** *elect to partner with the Dept of Recreation, Sport & Tourism (or other department) to develop and incorporate sustainable practices into a module of the Event Planning Course.*
	+ *RST grad and undergrad students* ***MAY*** *act as event consultants on IU Board events.*
 | **80% of all IU Board events qualify as “Green” by 2024:** * *This assumes that a working agreement is in place between IU Board and iSEE is in place to both certify and track event implementation.*
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| **Event Transportation** |
| Encourage carpooling & lower-carbon conference travel means (trains vs. planes): * *Need to determine who is SPOC for documenting Sustainable Travel and how it is tracked.*
* *Can we integrate into Illini Union’s travel authorization and expense reports?*
 | Campus needs to establish a Sustainability rubric for off-site travel:* *(+) Points for carpool or public transport usage vs. (-) private cars, etc.?*
* *If no Campus standard exists, Illini Union and Transportation SWATeam collaborate to develop draft guidance.*
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| Encourage teleconferencing, co-sponsor and participate in more remote events.* *How has COVID-19 opened opportunities for us on building more high quality remote events?*
* *Some events (eg. NACA, where F2F evaluation of performers is crucial) have not proved successful in remote, on-line venues: need to integrate into Sustainable Travel rubric.*
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| Event has a convenient location and access to multimodal transportation (mass transit, bike, walking):* *The Illini Union already meets these criteria and is one of the most accessible venues on Campus: IU Board needs to market this advantage in pre-event communications.*
* *Identify other venues for IU Board events with a similar access to mass transit, bike paths, and walkways.*
 | * *Sponsor or Co-sponsor “Green” Transportation related events, such as bicycle group rides, etc.*
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| **Sustainable Event Food & Catering Service** |
| Offer at least one vegetarian and vegan food option at each catered event:* *IU Board is already doing this routinely.*
 | Source locally grown good for event catering: * *Need to determine the cost premium and funding sources to meet this goal – IU Board operating revenue is currently very constrained.*
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|  | Encourage event participants to bring reusable mugs to events for beverages:* *This will need to be implemented in a post-COVID era.*
 | Catering Services using cleanable cups, china, and utensils: * *Again, this likely comes at a premium; perhaps grant funding to make up the difference to pay for sustainable practices.*
* *OR Illini Union provides and washes its own reusable table service for IU Board events*
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| **Sustainable Event Promotions** |
| * Use paper with recycled content for any print materials:
	+ *Identify cost delta and alternative funding sources to use recycled content materials.*
* Communicate the priority of Sustainability [at IU Board events] and how the event meets iCAP goals.
 | * All event promotions go paperless and offer digital or on-line promotions.
* Sustainable giveaways – Durable items that have lasting value and are not promotional “take-n-toss” throw-aways.
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| Educate event attendees regarding the Illini Union’s commitment to Sustainability:* *Energy conservation data related to HVAC & lighting controls*
* *Recycling leader on Campus*
* *Illini Union/SSC Revolving Loan Fund*
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| **Infrastructure to Support Sustainable Events** |
| Moderate room temperatures at events:* *Communicate ahead of time that +/- temperatures at events are generating savings we pass along to students.*
* *Illini Union Engineers will work with IU Board and F&S Retrocommissioning group to adjust event temperatures, building schedule, and reduce unoccupied heating/cooling.*
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| Hold event location with natural lighting to use less electricity, reduce carbon emissions:* *Hold more events outdoors.*
* *Prioritize holding more events in the Ballroom and Courtyard, large rooms with large windows or skylights.*
 | * *Add daylight harvesting controls and LED upgrades to Illini Union Ballroom and Courtyard Café to support events:*
	+ *We need either SSC funding or internally funded projects from IU-SSC RLF.*
 | * *Add fiber-optic daylight harvesting to Lower Level and Illini Rooms:*
	+ *We need either SSC funding or internally funded projects from IU-SSC RLF*
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| Provide guests more opportunities to recycle materials vs. landfill at events:* *Add nine (9) 3-stream recycling pods to the Illini Union adjacent to primary student event spaces: Lower Level, 1st, and 2nd floors.*
 | * Add mobile recycling containers to all Green events to capture more recycling from waste stream:
	+ *This will require additional funding to achieve.*
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