

Attendees

Giulia Agnisola	GA	University of Stirling
Andy Anderson	AA	APUC
Jackie Beresford	JB	Dundee and Angus College
Jen Cassells	JC	Sustainable Scotland Network
Trudy Cunningham	TC	University of Dundee
Eva Fernandez Moran	EF	EAUC-Scotland
Bill Grace	BG	Dundee and Angus College
Alex Henderson	AH	NUS
Steve Johnson	SJ	University of Glasgow
Christine Laing	CL	Fife College
Matthew Lawson	ML	University of Edinburgh
Sarah Lee	SL	EAUC-Scotland
Fraser Lovie	FL	University of Aberdeen
Alistair MacLeod	AM	University of St Andrews
Severine Monvoisin	SM	Edinburgh College
Rebecca Petford	RP	EAUC-Scotland
Andrew Samuel	AS	Abertay University

Apologies

Angus Allan	South Lanarkshire College (EAUC-Scotland Convenor)
Barbara Aitken	University of St Andrews
David Beards	Scottish Funding Council
Michelle Brown	University of Edinburgh (EAUC-Scotland Office Bearer)
Kate Fitzpatrick	SRUC
Jamie Pearson	Napier University (EAUC-Scotland Officer Bearer)
Ian Simpson	Abertay University
David Somervell	University of Edinburgh
John Thorne	Glasgow School of Art

Item	Minutes	Action
1	<p>Welcome and Apologies – Sarah Lee Everyone was welcomed to the University of Abertay and apologies noted. Thanks to JC who has joined us from SSN for the discussion on Reporting, and to Abertay for hosting. SL Chairing meeting in the absence of Office Bearers.</p>	

<p>2</p>	<p>Scotland Manager’s Report (find Report here) – Sarah Lee Information and additions to the report:</p> <ul style="list-style-type: none"> • EAUC-S met with the Scottish Funding Council on 02/12/15. SFC is happy with progress but keen demonstrate sector improvements in terms of carbon. SL will be working with SAUDE on creating some carbon metrics (GIA / student numbers etc) which will report efficiency savings. • EAUC-S continues to support the sector through events and training, including joint reporting events with SSN. • Eva Fernandez Moran has been employed on placement as a shared resource for the college sector to support energy performance, data management and prepare for next year’s reporting. Provided via a grant from Zero Waste Scotland. She will have around 5 days per college, EAUC-S will be in touch with colleges about this soon. • EAUC-S involved in Inverness College Essential Skills project to include sustainability within teaching core skills at NPA levels 4, 5 and 6. Early stages of project, with intention of wider rollout to colleges on completion. • Continuing work with academic community, and want to do this more. • Leadership Project has struggled to engage executive leadership within institutions – recognised by SFC as a challenge. Meeting coming up with an Assistant Principal to gather ideas. Also investigating working with HEA to roll-out Green Academy. Happy to hear other ideas! • EAUC-S is tasked with financial sustainability and continue to look at income through a range of measures, including company members, consultancy, project management, conference, training events etc. • The Careers Project has been on hold during the run up to the Scotland Conference, but will be prioritised early 2016 with online resources and webinars for careers advisors and students. • EAUC-S Conference 2015 in November was a great success, with over 110 attendees and good range of exhibitors. Delegate survey still open! Next EAUC-S Conference will be early 2017. • Green Score Card – not much more to update as we still don’t know outcome of the People & Planet League. EAUC is still in discussion with others, including AUDE, to look at ethical and social issues so it isn’t just estates data from HESA within the Score Card. Unsure of process required and we don’t know how it will work Scotland in terms of alignment with Reporting/ or how much institutions will be expected to input. Hoping for more information soon and will circulate • Three EAUC Internships have been awarded, two based in Edinburgh researching Sustainability Mapping, Organisational Models and Tomorrows Sustainability Professional. For more information on these posts click here. 	
<p>3</p>	<p>Scottish Government Required Reporting – Jen Cassells</p> <ul style="list-style-type: none"> • Reporting closed on the 30th November, and out of 150 eligible organisations 95 submitted returns. 26 came in from FHE – 12 Universities and 14 Colleges (around 60%). • The SSN team has briefly scanned over those received, and would 	

	<p>encourage all to do the survey monkey linked in the email confirming receipt. Info from this will be used to inform next round of reporting, although the questions outlined in the Ministerial Order cannot change without further extensive consultation. Include any comments about reporting years/schedules if relevant. Next version might be going online and SSN need to know if anything needs to be clearer or restructured.</p> <ul style="list-style-type: none"> • Submission is staying open until the 7th Dec to get reports in. Submit even if you have gaps – the template can't be perfect for everyone and SSN need as much information as possible on what works and doesn't. • Currently SSN are going through a quality assurance process to review for things like numerical accuracy and will get back to organisations for clarification, then data will be put into meta data table for analysis. • SSN will provide individual feedback to organisations through a concise and clear pro forma, and be open to further discussions if requested. This will happen around January. • There will be a functional review of the process using results of the survey. • EAUC-S will analyse reports for a sector submission to SFC on progress early in the new year. <p>Comments and Questions:</p> <ul style="list-style-type: none"> • TC - Academic year on Reporting Spreadsheet had the wrong dates – academic years start in august • TC - External auditor input needs? JC - SSN encourage all institutions to have some sort of assurance process on their data as it is going to be published, although it's up to organisations how thorough this is. SSN could point towards validation sources and training on this. IEMA auditors course would be good. EAUC can look into running an auditors course. • ML - Trying to tell a story with reporting and the format doesn't allow you to do that – the ability to upload infographics or graphs would be good. It will be hard for public to read and understand the data. However the template is good at pointing out gaps and will make analysis easier. JC – Online format might make downloading into a readable format simpler. • SL – EAUC-S will be involved in contextualizing the FHE reports for SFC and Government. • TC – Concern that publication of the data will lead to many time-consuming Freedom of Information requests. JC – In terms of a communications plan for the launch and questions about data, this is still under discussion and being run by the Scottish Government. FOI requests are always a possibility. • TC – Another CCAT (Climate Change Assessment Tool) workshop would be useful • SL – Technologies Catalogue should be launched by the end of next week, it has been held back while clarifying some numbers following feedback. EAUC-S and ZWS have been looking at a version control process so institutions can add additional lines and assess how we can then collate this data to share, with the mechanism still to be developed. • FL – Where to look for assistance in developing carbon management plans? SL – EAUC-S is forward planning for next year and in discussion to align with SSN and ZWS where necessary. Use EAUC-S as first point of call, then 	<p>RP look into organising auditors course</p> <p>RP to arrange or circulate information on CCAT training</p>
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	<p>we will direct onwards as necessary. Project register tools etc. from ZWS all align with reporting, and EAUC-S can develop templates, webinars, workshops etc. and arrange face-to-face meetings.</p> <ul style="list-style-type: none"> • TC – Potential to tie SFC funding to sustainability to increase engagement from senior management? SL –Working with SFC to see how to encourage without risks and performance related funding. • ML – What are SFC’s carbon reduction expectations? SL - While all should be aiming for absolute reductions we are working with SAUDE to develop metrics. Institutions want to expand and increase reach but we are not seeing clear sector-wide carbon reductions in absolute emissions so need to improve carbon efficiency as well. These are under discussion as outlined above. JC - Reporting will help allow benchmarking and help develop efficiency targets. 	
<p>4</p>	<p>Green Gown Awards: Presentation and Videos (click link for videos/resources on the EAUC Sustainability Exchange) Congratulations to all Scottish Finalists in the Green Gown Awards! All were invited to present or show their video and answer any questions.</p> <p>Green Gown Award – Finalists</p> <ul style="list-style-type: none"> • University of Dundee – Facilities and Services – Greening our F(l)eet • University of Edinburgh – Student Engagement – Inspiring student-led action in social responsibility and sustainability • Heriot-Watt University – Carbon Reduction – Leading Lights! Cost Effective LED Street Lighting – <i>not present in person to answer questions</i> • University of Stirling Student Union – Student Engagement – The Green + Blue Space <p>Green Gown Award – Highly Commended</p> <ul style="list-style-type: none"> • Edinburgh College – Facilities and Services – eCar project • Fife College – Best Newcomer – The Green Vented Hairdressing Salon • University of St Andrews – Student Engagement – Transition University of St Andrews <p>Green Gown Award – Winners</p> <ul style="list-style-type: none"> • Dundee and Angus College – Carbon Reduction – Reducing CO2: It’s in our D&A • University of Edinburgh – Facilities and Services – Sustainable Laboratories • Edinburgh College – Student Engagement – Community Gardens and Orchards – also won the International Green Gown Award Student Engagement Category! 	
<p>5</p>	<p>University of Abertay Case Study – Andy Samuel – presentation available here.</p> <ul style="list-style-type: none"> • Changes on the structure of courses and strategic plan have allowed sustainability to be integrated within the Strategic Plan, affecting both the estate and academic strategy. • Outcomes for teaching and learning enhancement strategy include Abertay 	

	<p>Attributes which are associated with sustainability.</p> <ul style="list-style-type: none"> • Transformational experience of education now seen as important, leading to development of some interdisciplinary and sustainability modules in the next academic year. • History of education in Scotland, and Abertay Attributes are about empowering students through employability and enterprising skills (active citizenship), which links to Geddes ideas of hand, heart and head. Moving towards more learning by doing and interdisciplinarity. • Within the Abertay Attributes the professional is seen as the hand, personal the heart and intellectual the head, bringing together to an active citizenship / civic consciousness. • Abertay is working hard but still at the start of the process of linking the university more with the community. • Staff response has been mixed, but managers have agreed so there is a degree of buy-in. There is always an academic/support staff duality. Funding for education still to be announced and may affect aspects. • Would love to engage more with students and encourage them to lead on this, looking at making space for that to happen, has to come from bottom from both staff and students. 	
6	<p>AOCB</p> <p>Responsible Futures – Alex Henderson</p> <p>If colleges want to be involved in the Responsible Futures NUS programme there is an opportunity to access a subsidised place. If interested please contact Alex Henderson at NUS or Sarah. The programme is about ESD recognition, and those who entered the Green Gown Awards and presented here are all doing something on this already, so it would be worth exploring! Universities are also welcome to participate, but this funding is just for colleges.</p>	
7	<p>Thanks and Close – Sarah Lee</p> <p>Everyone was thanked for attending, the speakers thanked for their contribution and Abertay University thanked for hosting.</p> <p>Merry Christmas and Happy New Year to all!</p>	

Minutes prepared by Rebecca Petford, EAUC-Scotland Programme Coordinator