

Texas Woman's University University Regulation and Procedure

Regulation and Procedure Name: Environmental Sustainability

**Regulation and Procedure
Number: URP: 04.120**

Policy Owner: Finance and Administration

POLICY STATEMENT

The Texas Woman's University ("TWU" or "University") is committed to cultivating a sustainable University community. One element of a sustainable University is the recognition and minimization of its environmental impact. TWU will endeavor to continuously reduce the environmental impact of its operations, which includes efforts to conserve and protect natural resources. TWU recognizes that reducing its environmental impact requires the commitment and combined efforts of faculty, staff, and students, as well as the broader community.

In accordance with this commitment, TWU will establish a committee focused on improving the sustainability of the University community. The committee will be responsible for helping TWU identify and set goals for the improvement of University-wide environmental performance. This will be facilitated by the implementation and maintenance of an Environmental Management System ("EMS") to identify and evaluate environmental impacts, set appropriate objectives and measurable targets, and track progress towards these objectives and targets. The committee will also endeavor to enhance environmental awareness and action throughout the University community through educational outreach efforts focused on University initiatives, as well as broader environmental issues.

APPLICABILITY

This policy is applicable to TWU Employees.

DEFINITIONS

1. "Employee" means an individual who is employed part-time, full-time, or in a temporary capacity as faculty, staff, or who is required to be a student as a condition of employment, undergraduate or graduate.

2. “Environmental Aspect” means elements of TWU’s activities that interact or can interact with the environment. Examples include energy use, waste generation, air emissions, and land use.
3. “Environmental Impact” means a change to the environment, whether adverse or beneficial, wholly or partially resulting from TWU’s Environmental Aspects.
4. “Environmental Objective” means an overall environmental goal, consistent with the environmental policy statement that TWU sets itself to achieve.
5. “Environmental Target” means a detailed performance requirement, applicable to TWU, or portions thereof, that arises from the environmental objectives and that needs to be set and met in order to achieve those objectives.
6. “Environmental Management Program” means the specific means for achieving Environmental Objectives and Environmental Targets. These programs define the principal actions to be taken, those responsible for undertaking those actions, and the target completion dates.

REGULATION AND PROCEDURE

I. Sustainability Committee

- A. The TWU Sustainability Committee (“Committee”) will consist of employees representing various functional areas across the University, selected through the annual University Committee Interest Survey.
- B. The Committee is responsible for:
 1. Supporting elements of the University's strategic plan related to sustainability;
 2. Coordinating sustainability efforts across the University;
 3. Providing students, employees, and community members with resources and opportunities to facilitate more sustainable choices and to reduce their environmental impact;
 4. Developing and maintaining TWU’s Environmental Management System in cooperation with other relevant committees and departments; and
 5. Maintaining the TWU sustainability website.

II. Environmental Management System (“EMS”)

A. The EMS is the process by which TWU will identify and set goals for the improvement of University environmental performance. The elements of the EMS include identification of Environmental Aspects and Impacts, determining which Environmental Aspects are “significant”, setting relevant Environmental Objectives and Targets, and tracking progress towards established Environmental Objectives and Targets.

B. Environmental Aspects and Impacts

1. The Committee shall develop and implement a process for identifying and creating an inventory of Environmental Aspects and associated Environmental Impacts for TWU’s operations.
2. The inventory of Environmental Aspects and Impacts will be reviewed by the Committee at least annually and updated accordingly.

C. Significance Determination

1. The Committee shall develop and implement a scoring rubric for Environmental Aspects based on the associated Environmental Impacts.
2. The Committee will determine a score above which an Environmental Aspect is determined to be significant, or worthy of consideration, when setting Environmental Objectives and Targets for environmental improvement projects.

D. Environmental Objectives and Targets

1. The Committee is responsible for proposing Environmental Objectives and Targets as well as Environmental Management Programs.
2. Identifying potential Environmental Objectives and Targets, and tracking progress towards them, requires the collection of environmental performance data (e.g. utility usage in Kilowatts, municipal waste in pounds, hazardous waste in pounds, etc.). Departments who are responsible for generating this data will assist the Committee to collect and analyze it.
3. At least annually, the Committee will review the EMS, the current Environmental Objectives and Targets and associated Environmental Management Programs, and identify any proposed changes.

- a. This review will take into account progress towards TWU's environmental policy goals and the current Environmental Objectives and Targets.
4. The Committee will report the progress towards the current Environmental Objectives and Targets, as well as any proposed changes to the Environmental Objectives, to TWU Administration.
5. TWU Administration will approve any changes to the current Environmental Objectives and Targets, and the EMS overall.

E. Legal and Other Requirements

1. As part of the EMS, TWU will endeavor to comply with all applicable environmental regulations and other requirements.
2. Compliance with many applicable environmental regulations is described in URP 04.430: Environmental Health and Safety.

F. Communication

1. The Committee will develop and implement necessary efforts to increase awareness of TWU's Environmental Objectives and Targets, and the progress towards them. This will include an environmental sustainability website that will highlight applicable resources available to the University community, as well as information about the TWU EMS.
2. The Committee will also identify and implement additional initiatives that will help educate the TWU community regarding actions they can take in support of the Environmental Objectives and Targets. Implementation of such initiatives may require support from others within the University community.

REVIEW

This policy will remain in effect and published until it is reviewed, updated, or archived. This policy is to be reviewed once every six years. Interim review may be required as a result of updates to federal and state law or regulations, Board of Regents policies, or internal processes or procedures.

REFERENCES

[URP 04.430: Environmental Health and Safety](#)

FORMS AND TOOLS

None

Publication Date: 02/07/2024

Revised: (MM/DD/YYYY)