McLennan
Community
College

POLICIES AND PROCEDURES

Subject: Recycling Policy Reference: C-I-b

Source: President Eff. Date: April 19, 2011

Approval Auth: President Approved:

Remarks: Replaces previous policy dated November 28, 2008.

Date: April 19, 2011

1.0 Purpose

The purpose of the college-wide policy on recycling is to support the college's commitment to sustainability initiative to help conserve the environment. The college strongly supports climate neutrality and conserving and protecting the environment. Therefore, sustainability efforts through source reduction and recycling will become a part of the core campus strategic planning. To further this goal, every construction or renovation project will be evaluated and will address to the fullest extent possible sustainable recycling practices. Source reduction efforts on campus will help support the longevity of the regional landfill and help promote a personal investment to sustainability from employees and students who participate. Such efforts also help reduce greenhouse gas production and reduce energy consumption by creating renewed products instead of brand-new products. The goal of the college in this regard is to reduce waste products such as containers, packaging, and non-durable goods that go to the regional landfill from the college.

2.0 Policy

It is the policy of McLennan Community College to finance, plan, design, construct, and maintain the campus and its facilities in a manner that enhances source reduction and recycling on campus. In addition, the college will promote recycling through campus-wide use of recycling containers, recycling dumpsters, office and desk-side recycling containers, and special recycling promotions such as Recycle Mania.

3.0 Definitions

Contamination of Recyclables

Contamination is described as any fluid or other substance that constitutes more than 5% residue. Contaminated recyclables include food containers with scrap food, grease, ketchup, mustard, sauces, and other materials that make the product unsuitable for recycling.

Product

Product is a material that can still be used for its intended purpose.

Single Stream Recycling
Single Stream Recycling is defined as collecting paper, plastic, metal, and corrugated box products in the same recycling container, dumpster, or other storage device. Segregation of specific types of recyclables is not required for this type of recycling. Glass is not part of the single stream recycling program. It will be collected separately at strategic locations on campus.

Recycling
Recycling is defined as sorting, collecting, and processing materials to manufacture and sell them as new products. The college will participate in recycling the products described as follows.

Corrugated Box Recycling:
Corrugated box recycling includes paper-based material, commonly used as shipping containers, that consist of fluted corrugated sheets and one or more flat linerboards.

Glass Recycling:
Glass recycling includes glass-based material that is clear, brown, or green. It does not include any blue glass products. MCC will collect glass products in a specific location on campus since they are not accepted as single stream items in the recycling dumpster program.

Metal Recycling:
Metal recycling is the process of recovering waste metal products to make these materials into new metal products.

The amount of energy needed to recycle metals is significantly less than that needed to extract the same material from earth. Metal recycling on campus includes the following products: aluminum cans, steel cans, steel products, and other miscellaneous metal goods.

Paper Recycling:
Paper recycling is the process of recovering waste paper and making it into new paper products. This includes white printer paper, newspaper, colored paper, cardboard paper, shredded paper, telephone directories, magazines, textbooks, light cardboard products, junk mail, envelopes with windows, stapled paper, and other types of mixed paper goods. Paper recycling does not include carbon-copy paper.

Plastic Recycling:
Plastic recycling is the process of recovering waste plastic products to make them into new plastic products. The amount of energy needed to recycle plastic is significantly less than that needed to make new plastic materials. Plastic recycling on campus includes the following products:

- Plastic #1 (polyethylene terephthalate or PETE), found in soft drink bottles and water bottles;
- Plastic #2 (high density polyethylene or HDPE), found in milk containers, detergent and shampoo bottles, grocery and retail carrying bags, butter or margarine tubs, and yogurt containers;
- Plastic #3 (vinyl), found in window cleaner bottles and clear food packaging.
- Plastic #4 (low-density polyethylene or LDPE), found in squeezable bottles and grocery bags;
- Plastic #5 (polypropylene), found in caps and lids, yogurt containers, and deli trays.
- Plastic #6 (polystyrene), found in plastic cutlery, egg cartons, and compact disc jackets. The college will not recycle #6 Styrofoam.
- Plastic #7 (other), found in certain food product bottles and three- and five-gallon water bottles.

Source Reduction
Source reduction or waste prevention is defined as the

process of minimizing waste volume to reduce the amount and toxicity of what is thrown away. This includes the practice of purchasing or using materials (such as products and packaging) in ways that reduce the amount or toxicity of trash created. For example, reusing material delays an item's entry into the waste collection and disposal system.

Waste

Waste is material that can no longer be used for its intended purpose.

4.0 Procedures and Responsibilities

The college president appointed a campus recycling committee. The Sustainability Committee is responsible for promoting recycling efforts through students, employees, and campus activities. Representatives from multiple areas of campus will participate on this committee to provide guidance, input, and action to make recycling efforts succeed on campus.

All employees will be responsible for placing their non-contaminated reusable paper, plastic, aluminum, corrugated boxes, and metal products into a single stream recycling container that will be provided for each work station. MCC will collect glass products separately at a specific location on campus since they are not accepted as one of the single stream items in the college’s recycling program.
Employees of MCC are responsible for unloading their own work station containers in the nearest recycling container in their building. When these containers are full, employees should contact the physical plant so containers can be emptied. The contents of these containers will be placed into recycling dumpsters strategically located on campus by MCC physical plant staff.

Custodial staff will collect recycling material from community areas and deliver the contents to the nearest recycling dumpster on campus. Custodial staff will not be responsible for segregating recyclable materials from trash bins across campus.