

# STARS Innovation & Leadership Catalog

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The credits in this catalog are optional and recognize institutions that are seeking innovative solutions to sustainability challenges and demonstrating sustainability leadership in ways that are not otherwise captured in STARS.

Innovation & Leadership (IN) credits recognize:

- Emerging best practices (e.g., seeking independent assurance of STARS data prior to submission).
- Initiatives and outcomes that are a step beyond what is recognized in a standard credit (e.g., achieving third party certification for a program or exceeding the highest criterion of an existing credit).
- Exemplary initiatives and outcomes that are only relevant to a minority of institution types or regions (e.g., participation in green hospital networks).
- Innovative programs and initiatives that address sustainability challenges and are not covered by an existing credit.

These credits may be claimed in multiple submissions as long as the criteria are being met at the time of submission.

## Scoring

Each Innovation & Leadership credit is worth a maximum of 0.5 bonus points. An institution's overall, percentage-based STARS score is increased by the number of these points it earns. For example, if an institution earned 30 percent of available points in the four main STARS categories, earning 2 Innovation & Leadership points would raise its final overall score to 32.

An institution may claim any combination of Innovation & Leadership credits and may include as many of these credits in its report as desired, however the maximum number of bonus points applied toward scoring is capped at 4.

# Table of IN Credits

With the exception of four open-ended Innovation credits, which are located at the end of this document, the credits in this catalog are listed in alphabetical order. They are presented in the table below by subcategory to provide an alternative way to review them.

AC	Curriculum	Center for Sustainability Across the Curriculum Online Sustainability Course Sustainability Course Designation
	Research	Academy-Industry Connections Laboratory Animal Welfare
EN	Campus Engagement	Network for Student Social Innovation
	Public Engagement	Anchor Institution Network Community Garden Fair Trade Campus Green Athletics Green Event Certification Program Hospital Network Voter Education and Support
OP	Air & Climate	Carbon Mitigation Project Development Nitrogen Footprint
	Buildings	Green Cleaning Certification Green Laboratory Program
	Energy	Energy System Certification
	Food & Dining	Dining Services Certification
	Grounds	Grounds Certification Pest Management Certification
	Purchasing	Spend Analysis
	Transportation	Bicycle Friendly University Fleet Certification
	Waste	Single-Use Plastic Ban Zero Waste Certification
	Water	Natural Wastewater Systems Stormwater Modeling Water Balance
PA	Coordination & Planning	External Reporting Assurance Social Enterprise Stakeholder Engagement Standard

	Diversity & Affordability	Campus Pride Index Diversity and Equity Recognition Sanctuary Institution Serving Underrepresented Students Sustainability Office Diversity Program Textbook Affordability Work College
	Investment & Finance	Sustainability Projects Fund
	Wellbeing & Work	Food Bank Full-Time Faculty Employment Health and Safety Management Certification Pay Scale Equity Student Living Wage Wellbeing Certification
--	Any	Innovation A Innovation B Innovation C Innovation D

# Academy-Industry Connections

0.5 bonus points available

## Rationale

This credit recognizes institutions that have formally adopted policies to guide sponsored research on campus and manage potential conflicts of interest. Although potentially helping to advance sustainability, industry-funded research and other commercial relationships can also have negative consequences for an institution and its stakeholders. Formal guidelines governing such relationships help protect the integrity and accessibility of academic research and scholarship, the reputation of the institution, and the public trust.

## Criteria

Institution has published policies or guidelines governing industry-sponsored research that preserve academic freedom, autonomy and integrity, and manage potential conflicts of interest. The policies or guidelines:

- Require that all significant consulting contracts (e.g., those worth \$5,000 or more a year) be reported to a standing committee charged with reviewing and managing individual and institutional conflicts of interest;
- Prohibit faculty, staff, students, postdoctoral fellows, medical residents, and other academic professionals from engaging in industry-led “ghostwriting” or “ghost authorship”;
- Prohibit participation in sponsored research that restricts investigator access to the complete study data or that limits investigators’ ability to verify the accuracy and validity of final reported results; AND/OR
- Ban confidential corporate research (i.e., research that cannot be published).

For more information, see [Recommended Principles to Guide Academy-Industry Relationships](#) (AAUP).

## Scoring

An institution earns 0.5 bonus points when it meets all four criteria listed. Partial points are available. An institution that meets at least two of the criteria earns 0.25 points.

## Reporting Fields

Required

- Does the institution require that all significant consulting contracts (e.g., those worth \$5,000 or more a year) be reported to a standing committee charged with reviewing and managing individual and institutional conflicts of interest?  
If yes, provide:
  - The policy language that requires that all significant consulting contracts be reviewed for conflicts of interest
- Does the institution prohibit faculty, staff, students, postdoctoral fellows, medical residents, and other academic professionals from engaging in industry-led “ghostwriting” or “ghost authorship”?

If yes, provide:

- The policy language that prohibits industry-led “ghostwriting” or “ghost authorship”
- Does the institution prohibit participation in sponsored research that restricts investigator access to the complete study data or that limits investigators’ ability to verify the accuracy and validity of final reported results?

If yes, provide:

- The policy language that prohibits sponsored research that restricts investigator access or verification
- Does the institution ban confidential corporate research (i.e., research that cannot be published)?

If yes, provide:

- The policy language that bans confidential corporate research

### Optional

- Website URL where information about the institution’s policies regarding industry-sponsored research is available
- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

# Anchor Institution Network

0.5 bonus points available

## Rationale

This credit recognizes institutions that participate in external networks to develop and share new strategies for deploying higher education's intellectual and place-based resources to enhance the economic and social wellbeing of the communities they serve.

## Criteria

Institution is participating in the Higher Education Anchor Mission Initiative (a joint project of the Coalition of Urban and Metropolitan Universities and The Democracy Collaborative) or an equivalent network for *anchor institutions* approved by AASHE.<sup>1</sup>

## Scoring

An institution earns 0.5 bonus points for participating in an external network of anchor institutions. Partial points are not available.

## Reporting Fields

### Required

- A brief description of the institution's participation in an external network of anchor institutions
- Website URL where information about the anchor institution activities or mission is available

### Optional

- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

## Standards and Terms

### Anchor institution

Consistent with The Democracy Collaborative, anchor institutions are defined as follows:

Anchor institutions are enterprises such as universities and hospitals that are rooted in their local communities by mission, invested capital, or relationships to customers, employees, and vendors. As place-based entities that control vast economic, human, intellectual, and institutional resources, anchor institutions have the potential to bring crucial, and measurable, benefits to local children, families, and communities... Increasingly, anchor institutions... are embracing the responsibility their economic impact entails and are expanding their public or nonprofit mission to incorporate what we call an "anchor mission"—consciously applying their long-term, place-based economic power, in combination with their human and intellectual resources, to better the long-term welfare of the communities in which they reside.

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<sup>1</sup> Email [stars@aaashe.org](mailto:stars@aaashe.org) to inquire about program equivalence prior to submission.

# Bicycle Friendly University

0.5 bonus points available

## Rationale

This credit recognizes institutions that exceed the criteria outlined in the *Support for Sustainable Transportation* credit by achieving third party recognition as a bicycle friendly institution.

## Criteria

Institution is currently recognized by one of the following:

- League of American Bicyclists: Bicycle Friendly University
- Mouvement Velosympathique (Quebec)
- Share the Road (Canada)
- Cycle Friendly Employer (CFE-UK)
- An equivalent third party certification program for cycling infrastructure and support approved by AASHE.<sup>1</sup>

## Scoring

An institution earns 0.5 bonus points for being recognized at the highest achievable level by a third party certification program for cycling infrastructure and support (e.g., Bicycle Friendly University Platinum). Partial points are available. An institution recognized above mid-level by a third party cycling certification program (e.g., Bicycle Friendly University Gold) earns 0.25 points.

## Reporting Fields

### Required

- Is the institution currently recognized by one of the following bicycle-friendly recognition programs? (Select all that apply.)
  - League of American Bicyclists: Bicycle Friendly University
  - Mouvement Velosympathique (Quebec)
  - Share the Road (Canada)
  - Cycle Friendly Employer (CFE-UK)
  - An equivalent third party certification program for cycling infrastructure and support
- Which of the following best describes the institution's bicycle-friendly recognition level?
  - Highest achievable level (e.g., Bicycle Friendly University Platinum)
  - Above mid-level (e.g., Bicycle Friendly University Gold)
  - At mid-level or below
- Documentation affirming the bicycle-friendly recognition (upload or website URL)

### Optional

- Additional documentation to support the submission (upload)

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<sup>1</sup> Email [stars@ashe.org](mailto:stars@ashe.org) to inquire about program equivalence prior to submission.

- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)



# Campus Pride Index

0.5 bonus points available

## Rationale

This credit recognizes institutions that exceed the minimum criteria in the Support for Underrepresented Groups credit through their commitment to policies, programs and practices that are inclusive of LGBTQ+ individuals.

## Criteria

Institution is currently rated at above mid-level by the Campus Pride Index or an equivalent third party recognition program for *LGBTQ+* friendly practices approved by AASHE.<sup>1</sup>

## Scoring

An institution earns 0.5 bonus points when it is rated at the highest achievable level by a third party recognition program for LGBTQ+ friendly practices (e.g., Campus Pride 5 Stars). Partial points are available. An institution rated at above mid-level (e.g., Campus Pride 4 Stars) earns 0.25 points.

## Reporting Fields

### Required

- Which of the following best describes the institution's LGBTQ+ friendly recognition level?
  - Highest achievable level (e.g., Campus Pride 5 Stars)
  - Above mid-level (e.g., Campus Pride 4 Stars)
  - Mid-level or below (e.g., Campus Pride 3.5 Stars and below)
- Documentation affirming the institution's LGBTQ+ friendly recognition (upload or website URL)

### Optional

- A brief description of the institution's LGBTQ+ friendly policies, programs, and practices
- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

## Standards and Terms

### LGBTQ+

LGBTQ+ is an acronym intended to be inclusive of lesbian, gay, bisexual, transgender, intersex, queer/questioning, asexual and other gender identities, gender expressions, sexualities and asexualities. For more information, see the [LGBTQIA Resource Center Glossary](#) (University of California, Davis).

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# Carbon Mitigation Project Development

0.5 bonus points available

## Rationale

This credit recognizes institutions that are actively involved in carbon mitigation efforts beyond their campus boundaries by developing offset projects. By developing projects directly, the project implementer can provide learning opportunities for students and minimize offset costs.

## Criteria

Institution has actively participated in carbon mitigation efforts beyond its campus boundary during the previous three years by developing one of the following types of offset projects:

- A. *Peer reviewed offset* project. Institution has developed a peer reviewed carbon offset project that follows an existing carbon reduction protocol.
- B. *Innovative offset* project. Institution has developed an innovative carbon offset project that follows a new or modified project protocol.

## Scoring

An institution earns 0.5 bonus points for having developed a carbon mitigation project during the previous three years that meets credit criteria. Partial points are not available.

## Reporting Fields

### Required

- During the previous three years, the institution has: (Select all that apply.)
  - Developed a peer reviewed carbon offsets project that follows an existing carbon reduction protocol
  - Developed an innovative carbon offsets project that follows a new or modified project protocol
- A brief description of the institution's carbon mitigation projects
- Documentation of the institution's carbon mitigation project (e.g., contract, management plan, project development document, or verification report) (upload or website URL)

### Optional

- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

## Standards and Terms

### Innovative offset

Consistent with The Offset Network:

Innovative Offset Projects are those which pursue new strategies outside of currently approved offset methodologies. In general, Innovative Offset Projects may take one of three forms:

- A. Innovative Offset Projects may draw on widely-accepted existing methodologies for generating offsets, offering approaches which reduce the requirements of currently accepted offset protocols such that they are approachable by a greater audience and feasible on a smaller scale.
- B. Alternatively, Innovative Offset Projects may incorporate methodologies used for other purposes but which have not yet been demonstrated specifically in the area of carbon offsets.
- C. Finally, Innovative Offset Projects may put forth truly unique approaches for generating carbon offsets.

Innovative methodological approaches for carbon offsets should be grounded in theory, should reference peer-reviewed literature, and should ideally be supported by anecdotal pilot initiatives.

### **Peer reviewed offset**

Consistent with The Offset Network:

Peer Reviewed carbon offsets are the same as traditional market available carbon offsets with one key difference. Instead of receiving verification by an International Standards Organization (ISO) accredited verifier, Peer Reviewed offset credits are verified by a peer institutional verifier and therefore, at present, may only be used towards an academic institution's carbon neutrality commitment. These credits are non-marketable and may only offset scope 3 emissions, not to exceed 30% of an institutions total emissions.

# Center for Sustainability Across the Curriculum

0.5 bonus points available

## Rationale

This credit recognizes institutions that serve as regional centers to help increase the accessibility and diversity of sustainability-oriented training for academic staff.

## Criteria

Institution has, within the previous three years:

- Served as an AASHE Center for Sustainability Across the Curriculum, OR
- Offered one or more professional development opportunities (e.g., a workshop) on sustainability in the curriculum for academic staff (i.e., faculty members) from multiple institutions.

## Scoring

An institution earns 0.5 bonus points for serving as a center for sustainability across the curriculum. Partial points are not available.

## Reporting Fields

Required

- A brief description of the institution's professional development opportunities on sustainability in the curriculum
- Have academic staff from other institutions participated in the professional development opportunities on sustainability with the previous three years?

Optional

- Website URL where information about the sustainability-oriented training for academic staff is available
- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

# Community Garden

0.5 bonus points available

## Rationale

This credit recognizes institutions that promote local food security and wellness by hosting a community garden.

## Criteria

Institution hosts a community garden on institution-owned land that allows local community members to grow their own food.

## Scoring

An institution earns 0.5 bonus points for hosting a community garden. Partial points are not available.

## Reporting Fields

### Required

- A brief description of the institution's community garden
- Website URL where information about the community garden is available

### Optional

- Estimated number of individuals that use the institution's community garden annually
- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

# Dining Services Certification

0.5 bonus points available

## Rationale

This credit recognizes institutions that exceed the criteria outlined in credits within the Dining Services subcategory by achieving third party certification for its dining operations.

## Criteria

Institution and/or its primary dining services contractor has at least one on-site dining hall or food service outlet (e.g., café, coffee shop, dining hall, franchise, or restaurant) certified by one or more of the following:

- Food for Life (Food for Life Served Here award)
- The Food Recovery Network (Food Recovery Verified)
- The Green Restaurant Association (GRA) (Two Star or higher)
- Green Seal (GS-55 Standard for Restaurants and Food Services)
- Leaders for Environmentally Accountable Foodservice (LEAF)
- Nordic Swan
- Responsible Epicurean and Agricultural Leadership (REAL)
- Sustainable Restaurant Association (Food Made Good, Two Stars or higher)
- An equivalent third party certification approved by AASHE<sup>1</sup>

Please note that this credit recognizes dining halls and food service outlets that have been third party certified. Expenditures on third party certified sustainable food and beverage products are recognized in the Food and Beverage Purchasing credit.

## Scoring

An institution earns 0.5 bonus points when 50 percent or more of food service outlets (by either location or sales) are certified by one or more of the organizations listed. Partial points are available. An institution with at least one, but fewer than 50 percent of outlets certified earns 0.25 points.

## Reporting Fields

### Required

- Is at least one on-campus dining hall or food service outlet certified by one or more of the following organizations? (Select all that apply.)
  - Food for Life (Food for Life Served Here award)
  - The Food Recovery Network (Food Recovery Verified)
  - The Green Restaurant Association (GRA) (Two Star or higher)
  - Green Seal (GS-55 Standard for Restaurants and Food Services)
  - Leaders for Environmentally Accountable Foodservice (LEAF)
  - Nordic Swan

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- Responsible Epicurean and Agricultural Leadership (REAL)
  - Sustainable Restaurant Association (Food Made Good, Two Stars or higher)
  - An equivalent third party certification for sustainable dining approved by AASHE
- Approximately what proportion of on-site food service outlets (by location or sales) are third party certified?
  - 50 percent or more
  - Fewer than 50 percent
- A list or brief description of each certified dining hall or food service outlet, including the certification earned

#### Optional

- Website URL where information about the institution's sustainable dining certification program is available
- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

# Diversity and Equity Recognition

0.5 bonus points available

## Rationale

This credit recognizes institutions that are playing a leadership role in improving diversity, equity, and inclusion on campus and in higher education broadly.

## Criteria

Institution has been formally recognized for leadership in diversity, equity, and/or inclusion during the previous three years by.

- Athena SWAN Charter (Advance HE)
- Award for Diversity and Inclusion (NCAA and MOAA)
- Canada's Best Diversity Employers
- Diversity Champion (INSIGHT Into Diversity magazine)
- Diversity Index of 0.70 or higher (U.S. News)
- Inclusion Cultivates Excellence Award (CUPA-HR)
- Institutional Excellence Award (National Association of Diversity Officers in Higher Education)
- Race Equality Charter (Advance HE)
- An equivalent national or international third party recognition program for leadership in diversity, equity, and/or inclusion approved by AASHE<sup>1</sup>

## Scoring

An institution earns 0.5 bonus points for being formally recognized for leadership in diversity, equity, and/or inclusion. Partial points are not available.

## Reporting Fields

Required

- Has the institution been formally recognized for leadership in diversity, equity, and/or inclusion during the previous three years by a national or international program?

If yes, provide:

- A brief description of the diversity, equity, and/or inclusion recognition
- Documentation affirming the diversity, equity, and/or inclusion recognition (upload or website URL)

Optional

- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

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<sup>1</sup> Email [stars@aaashe.org](mailto:stars@aaashe.org) to inquire about program equivalence prior to submission..



# Energy System Certification

0.5 bonus points available

## Rationale

This credit recognizes institutions that exceed the criteria outlined in credits within the Energy subcategory by having an energy system that is certified under ISO 50001, PEER, or an equivalent national or international standard.

## Criteria

Institution has an *energy management system* (EMS) or electricity delivery system (e.g., microgrid) that is currently certified under ISO 50001, PEER, or an equivalent national or international standard approved by AASHE.<sup>1</sup>

## Scoring

An institution earns 0.5 bonus points for having a certified energy system. Partial points are not available.

## Reporting Fields

### Required

- Does the institution have an energy management system or electricity delivery system that is currently certified under ISO 50001, PEER, or an equivalent national or international standard approved by AASHE?

If yes, provide:

- A brief description of the institution's certified energy system and the national or international standard under which it is certified (e.g., ISO 50001, PEER)
- Documentation affirming the energy system certification (upload or website URL)

### Optional

- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

## Standards and Terms

### Energy management system

Consistent with ISO 50001, an energy management system (EMS) is defined as a system to establish an energy policy, objectives, energy targets, and action plans and processes to achieve the objectives and energy targets.

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<sup>1</sup> Email [stars@aaashe.org](mailto:stars@aaashe.org) to inquire about program equivalence prior to submission.

# External Reporting Assurance

0.5 bonus points available

## Rationale

This credit recognizes institutions that engage in a comprehensive data quality and reporting assurance process that includes an external audit before submitting a STARS report.

## Criteria

Institution's STARS assurance process (as documented in the Reporting Assurance credit) includes an external audit by one or more individuals affiliated with other organizations (e.g., a peer institution, third-party contractor, or AASHE).

## Scoring

An institution earns 0.5 bonus points when its STARS assurance process includes an external audit. Partial points are not available.

## Reporting Fields

### Required

- Did the assurance process for the institution's current STARS submission include an external audit?
- Is the external audit fully documented in the Reporting Assurance credit?

### Optional

- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (a staff member, faculty member, or administrator who can respond to questions regarding the data once it is submitted and available to the public)

# Fair Trade Campus

0.5 bonus points available

## Rationale

This credit recognizes institutions that exceed the criteria outlined in the Public Engagement and Food & Dining subcategories by achieving Fair Trade designation.

## Criteria

Institution is currently designated as a Fair Trade College or University by Fairtrade International/FLO and its members (e.g., Fairtrade Canada) or Fair Trade Campaigns USA.

## Scoring

An institution earns 0.5 bonus points for being designated as a Fair Trade College or University. Partial points are not available.

## Reporting Fields

### Required

- Is the institution currently designated as a Fair Trade College or University?
- Documentation affirming the Fair Trade designation (upload or website URL)

### Optional

- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

# Fleet Certification

0.5 bonus points available

## Rationale

This credit recognizes institutions that exceed the criteria outlined in the Campus Fleet credit by achieving third party recognition for sustainable fleet management.

## Criteria

Institution's motorized vehicle fleet is currently recognized as a NAFA Sustainable Accredited Fleet or by an equivalent third party certification program for sustainable fleet management approved by AASHE.<sup>1</sup>

## Scoring

An institution earns 0.5 bonus points when its motorized vehicle fleet is recognized as a NAFA Sustainable Accredited Fleet or an equivalent third party certification program for sustainable fleet management approved by AASHE. Partial points are not available.

## Reporting Fields

### Required

- Is the institution's motorized vehicle fleet currently recognized as/by one of the following?
  - NAFA Sustainable Accredited Fleet
  - An equivalent third party certification program approved by AASHE
- Documentation affirming the sustainable fleet certification (upload or website URL)

### Optional

- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

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<sup>1</sup> Email [stars@aaashe.org](mailto:stars@aaashe.org) to inquire about program equivalence prior to submission.

# Food Bank

**0.5 bonus points available**

## Rationale

This credit recognizes institutions that are working to alleviate student food insecurity.

## Criteria

Institution hosts a food bank, pantry, or equivalent resource focused on alleviating food insecurity, hunger and poverty among students. The food bank, pantry, or equivalent may serve employees or local community members in addition to students.

## Scoring

An institution earns 0.5 bonus points for hosting a food bank or the equivalent. Partial points are not available.

## Reporting Fields

### Required

- Does the institution host a food bank, pantry, or equivalent resource focused on alleviating food insecurity, hunger and poverty among students?  
If yes, provide:
  - A brief description of the food bank, pantry, or equivalent resource

### Optional

- Website URL where information about the food bank is available
- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

# Full-Time Faculty Employment

**0.5 bonus points available**

## Rationale

This credit recognizes institutions that are demonstrating a commitment to the well-being of their teaching staff and the value they bring to the institution by employing full-time and tenured academic staff. Full-time and tenured employment helps ensure that teaching faculty and their families are able to achieve security and well-being without having to work multiple jobs.

## Criteria

At least 85 percent of courses offered by the institution are taught by academic staff (i.e., faculty members) who are full-time, tenured, and/or eligible for tenure (“tenure track”).

Recognizing that some academic staff may prefer to work part-time and that institutions may require some part-time instructors to meet demand, this credit does not assume that 100 percent full-time employment is always optimal.

## Scoring

An institution earns 0.5 bonus points when at least 85 percent of courses are taught by academic staff who are full-time, tenured, and/or eligible for tenure (“tenure track”). Partial points are not available.

## Reporting Fields

### Required

- Percentage of courses offered by the institution that are taught by academic staff who are full-time, tenured, and/or eligible for tenure (“tenure track”)
- Documentation to support the full-time faculty employment figure (text or upload)

### Optional

- Website URL where information about full-time faculty employment at the institution is available
- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

# Green Athletics

0.5 bonus points available

## Rationale

This credit recognizes institutions that leverage the high profile of athletic programs and events to both improve campus sustainability performance and engage the broader community around sustainability challenges and solutions.

## Criteria

Institution has an active green athletics program through which it engages the community around issues of sustainability. The program includes at least three of the following:

- Zero waste and/or carbon neutral athletic events
- A stadium or arena certified under a green building rating system
- A sustainable food and beverage purchasing program that includes athletic event vendors and concessions
- A program to minimize the sustainability impacts of turf management, e.g., by installing low input turfgrass or environmentally preferable artificial turf (e.g., 100 percent recyclable or Cradle to Cradle certified)
- A program to support more sustainable transportation options for athletic events
- Community engagement efforts, e.g., to educate students and fans/supporters about the institution's sustainability initiatives
- An athletic team certification program (i.e., an internal program to formally recognize sports teams that integrate sustainability into their culture and practices)

## Scoring

An institution earns 0.5 bonus points when it meets six of the criteria listed. Partial points are available. An institution that meets at least three of the criteria earns 0.25 points.

## Reporting Fields

Required

- Does the institution's green athletics program include the following?
  - Zero waste or carbon neutral athletic events
  - A stadium or arena certified under a green building rating system
  - A sustainable food and beverage purchasing program that includes athletic event vendors and concessions
  - A program to minimize the the sustainability impacts of turf management
  - A program to support more sustainable transportation options for athletic events
  - Community engagement efforts, e.g., to educate students and fans/supporters about the institution's sustainability initiatives
  - An athletic team certification program

- A brief description of the institution's green athletics program (Include the specific initiatives selected above.)
- Website URL where information about the green athletics program is available

#### Optional

- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)



# Green Cleaning Certification

0.5 bonus points available

## Rationale

This credit recognizes institutions that exceed the criteria outlined in credits within the Buildings and Purchasing subcategories by using third party certified green cleaning programs and services.

## Criteria

Institution uses a green cleaning program or service that is certified under:

- Green Seal's Environmental Standard for Commercial Cleaning Services (GS-42),
- The International Sanitary Supply Association's (ISSA) Cleaning Industry Management Standard for Green Buildings (CIMS-GB), AND/OR
- An equivalent, nationally or internationally recognized third party certification program approved by AASHE.<sup>1</sup>

Please note that this credit recognizes comprehensive green cleaning programs and services that have been third party certified. Expenditures on certified green cleaning products are recognized in the Cleaning and Janitorial Purchasing credit.

## Scoring

An institution earns 0.5 bonus points for using a third party certified green cleaning program or service. Partial points are not available.

## Reporting Fields

### Required

- Under which of the following is the institution's green cleaning program/service certified?
  - Green Seal's Environmental Standard for Commercial Cleaning Services (GS-42)
  - The International Sanitary Supply Association's (ISSA's) Cleaning Industry Management Standard for Green Buildings (CIMS-GB)
  - An equivalent, nationally or internationally recognized third party certification program for green cleaning approved by AASHE
- A brief description of the institution's certified green cleaning program
- Documentation affirming the green cleaning certification (upload or website URL)

### Optional

- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

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<sup>1</sup> Email [stars@aaashe.org](mailto:stars@aaashe.org) to inquire about program equivalence prior to submission.

# Green Event Certification Program

0.5 bonus points available

## Rationale

This credit recognizes institutions that leverage the high profile of events like institution-hosted conferences to both improve campus sustainability performance and engage the broader community around sustainability challenges and solutions.

## Criteria

Institution has or participates in a green event certification program and has held one or more certified events in the previous year. The certification program addresses at least three of the following:

- Sustainable transportation options, teleconferencing options, and/or carbon offsets
- Sustainable catering (e.g., sourcing local and third party certified food and beverages, providing vegetarian/vegan options, using reusable/compostable materials)
- Paper consumption (e.g., minimization and recycled/FSC certified content)
- Energy efficiency (e.g., equipment and lighting)
- Waste minimization and diversion
- Communications and/or signage about the sustainable practices

## Scoring

An institution earns 0.5 bonus points when it has a certification program that meets all six criteria listed. Partial points are available. An institution that has a certification program that meets at least three of the criteria earns 0.25 points.

## Reporting Fields

Required

- Does the institution have or participate in a green event certification program?
- Has the institution held one or more certified events in the previous year?
- Does the institution's green event certification program address the following? (Select all that apply.)
  - Sustainable transportation options, teleconferencing, and/or carbon offsets
  - Sustainable catering (e.g. sourcing local and third party certified food and beverages, providing vegetarian/vegan options, using reusable/compostable materials)
  - Paper consumption (e.g. minimization and recycled/FSC certified content)
  - Energy efficiency (e.g. equipment and lighting)
  - Waste minimization and diversion
  - Communications and/or signage about the sustainable practices
- A brief description of the institution's green event certification program
- Website URL where information about the green event certification program is available

## Optional

- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

# Green Laboratory Program

0.5 bonus points available

## Rationale

This credit recognizes institutions that have comprehensive green laboratory programs that minimize the often considerable energy, water, and waste impacts associated with labs.

## Criteria

Institution has or participates in a green laboratory program that covers at least three of the following:

- Energy conservation and efficiency, e.g., fume hood ("shut the sash") and freezer maintenance programs
- Water conservation and efficiency
- Chemical use and disposal
- Materials management, e.g., green purchasing guidelines and recycling and reuse programs
- Training event(s) for lab users on sustainable practices

## Scoring

An institution earns 0.5 bonus points when it has a green laboratory program meets all five criteria listed. Partial points are available. An institution that has a green laboratory program that meets at least three of the criteria earns 0.25 points.

## Reporting Fields

### Required

- Does the institution have or participate in a green laboratory program?  
If yes:
  - Does the institution's green laboratory program address the following?
    - Energy conservation and efficiency, e.g. fume hood ("shut the sash") and freezer maintenance programs
    - Water conservation and efficiency
    - Chemical use and disposal
    - Materials management, e.g. green purchasing guidelines and recycling and reuse programs
    - Training for lab users on sustainable practices
  - A brief description of the institution's green laboratory program (Include the specific initiatives selected above.)
  - Website URL where information about the green laboratory program is available

### Optional

- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission

- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

# Grounds Certification

0.5 bonus points available

## Rationale

This credit recognizes institutions that exceed the criteria outlined in credits within the Grounds subcategory by achieving third party certification for the protection and promotion of biodiversity.

## Criteria

Institution owns and/or manages land that is currently certified under one or more of the following programs:

- ArbNet Arboretum Accreditation
- Audubon Cooperative Sanctuary Program (ACSP)
- Bee Campus USA
- Demeter Biodynamic
- Forest Stewardship Council (FSC) Forest Management standard
- International Union for Conservation of Nature (IUCN) Green List Standard
- National Wildlife Federation's Certified Wildlife Habitat Program
- An Organic standard or Participatory Guarantee System (PGS) endorsed by IFOAM
- Salmon-Safe
- Sustainable Sites Initiative (SITES)
- Tree Campus USA (Arbor Day Foundation)
- An equivalent third party certification program for the protection and promotion of biodiversity approved by AASHE.<sup>1</sup>

## Scoring

An institution earns 0.5 bonus points for this credit when it owns or manages land that is third party certified. Partial points are not available.

## Reporting Fields

Required

- Institution owns and/or manages land that is currently certified under: (Select all that apply.)
  - ArbNet Arboretum Accreditation
  - Audubon Cooperative Sanctuary Program (ACSP)
  - Bee Campus USA
  - Demeter Biodynamic
  - Forest Stewardship Council (FSC) Forest Management standard
  - International Union for Conservation of Nature (IUCN) Green List Standard
  - National Wildlife Federation's Certified Wildlife Habitat Program
  - An IFOAM-endorsed organic standard or Participatory Guarantee System (PGS)

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<sup>1</sup> Email [stars@aaashe.org](mailto:stars@aaashe.org) to inquire about program equivalence prior to submission.

- Salmon-Safe
  - Sustainable Sites Initiative (SITES)
  - Tree Campus USA (Arbor Day Foundation)
  - An equivalent third party certification program for the protection and promotion of biodiversity approved by AASHE
- A brief description of the institution's third party certified land holdings
  - Documentation affirming the certification(s) (upload or website URL)

#### Optional

- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

# Health and Safety Management Certification

0.5 bonus points available

## Rationale

This credit recognizes institutions that exceed the criteria in the Workplace Health and Safety credit by having a third party audited occupational health and safety management system. Institutions that work to minimize workplace injuries and occupational disease cases help ensure that all employees enjoy a safe working environment and a socially responsible workplace.

## Criteria

Institution has an *occupational health and safety management system* (OHSMS) that has been audited by an organization external to the institution within the previous three years to ensure conformance to a nationally or internationally recognized standard or guideline (see Standards and Terms for a list of examples).

## Scoring

An institution earns 0.5 bonus points for this credit for having an OHSMS that has been audited within the previous three years to ensure conformance to an external standard. Partial points are not available for this credit.

## Reporting Fields

### Required

- The nationally or internationally recognized OHSMS standard or guideline used (e.g., ISO 45001 or OHSAS 18001)
- Year the most recent audit of the OHSMS was completed
- Documentation affirming the OHSMS certification (upload or website URL)

### Optional

- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

## Standards and Terms

### Occupational health and safety management system

An Occupational Health and Safety Management System (OHSMS) is a coordinated and systematic approach to managing health and safety risks. The intent of an OHSMS is to prevent work-related injuries and illnesses and provide safe and healthy workplaces. An effective OHSMS:

- Is based on a Plan-Do-Check-Act (PDCA) cycle,
- Includes mechanisms to engage workers to help monitor, collect feedback, and advise on health and safety programs (e.g., joint worker-management health and safety committees), and



- Includes regular auditing for conformance to external standards or guidelines.

Examples of internationally recognized programs include:

- OHSAS 18001 Occupational Health and Safety Management standard
- ISO 45001 Occupational health and safety management systems standard
- ILO Guidelines on Occupational Safety and Health Management Systems

Examples of national guidelines include:

- U.S. Occupational Safety and Health Administration (OSHA) Voluntary Protection Program (VPP)
- U.S. ANSI/AIHA/ASSE Z10-2012 Occupational Health & Safety Management Systems standard
- CAN/CSAZ1000-14 - Occupational health and safety management
- Canadian Certificate of Recognition (COR) program

# Hospital Network

0.5 bonus points available

## Rationale

This credit recognizes institutions that participate in healthcare networks to improve the sustainability performance of hospitals.

## Criteria

Institution has an affiliated healthcare facility that is a current member or active participant of:

- Global Green and Healthy Hospitals Network,
- Healthier Hospitals Initiative / Practice Greenhealth, AND/OR
- An equivalent green health care network or program that has been approved by AASHE.<sup>1</sup>

This credit includes acute care facilities, clinics, hospitals, and health systems that are formally affiliated with a higher education institution and eligible for membership in one of the networks listed above.

## Scoring

An institution earns 0.5 bonus points when it meets all four criteria listed. Partial points are available. An institution that meets at least two of the criteria earns 0.25 points.

## Reporting Fields

### Required

- Which of the following networks and programs is the institution's affiliated healthcare facility currently a member of or active participant in?
  - Global Green and Healthy Hospitals Network
  - Healthier Hospitals Initiative / Practice Greenhealth
  - An equivalent green health care network or program that has been approved by AASHE
- Documentation affirming the institution's participation in a green hospital network (upload or website URL)

### Optional

- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

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<sup>1</sup> Email [stars@ashe.org](mailto:stars@ashe.org) to inquire about program equivalence prior to submission.

# Laboratory Animal Welfare

0.5 bonus points available

## Rationale

This credit recognizes research institutions that are playing a leadership role in eliminating animal suffering. Eliminating such suffering is essential for animal welfare and often results in improved science.

## Criteria

Institution has a written policy explicitly prohibiting laboratory animals in its care from being subjected to *severe and unrelieved pain and distress*. Policies that prohibit animal testing altogether also qualify.

To earn this credit, an institution must be engaged in animal research and/or research that could potentially include animal subjects.

Policies at the national, regional or state/provincial level to which the institution adheres count if such policies fully meet the criteria outlined above. Policies that could potentially allow severe pain and distress (e.g., U.S. federal guidelines) do not count.

## Scoring

An institution earns 0.5 bonus points for having a written policy explicitly prohibiting laboratory animals in its care from being subjected to severe and unrelieved pain and distress. Partial points are not available.

## Reporting Fields

### Required

- Does the institution have a written policy explicitly prohibiting laboratory animals in its care from being subjected to severe and unrelieved pain and distress?  
If yes, provide:
  - The written policy explicitly prohibiting laboratory animals in the institution's care from being subjected to severe and unrelieved pain and distress (text and/or upload)

### Optional

- Website URL where information about the laboratory animal welfare program is available
- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

## Standards and Terms

### Severe and unrelieved pain and distress

The Humane Society of the United States (HSUS) provides [a sample policy](#) that includes the following examples of research that could result in severe and unrelieved pain and distress:

- 1) Examples of research that could lead to severe pain or distress if not prevented or relieved with proper use of anesthetics, analgesics, palliative care, humane endpoints, etc.
  - a) Cancer
  - b) Use of paralytics
  - c) Arthritis
  - d) Recovery from major surgery
  - e) Infectious disease
  - f) Irradiation
  - g) Inflammatory conditions
  
- 2) Examples of procedures that would typically cause severe and unrelieved pain or distress.
  - a) LD50 tests
  - b) Marked social deprivation
  - c) Prolonged full-body restraint (lasting more than minutes)
  - d) Noxious electric shock that is repetitive and/or is not immediately escapable
  - e) Repeated and/or prolonged psychological insult to induce learned helplessness

For more information, see the [HSUS](#) website.

# Natural Wastewater Systems

0.5 bonus points available

## Rationale

This credit recognizes institutions that exceed the criteria outlined in credits in the Water subcategory by implementing innovative and sustainable wastewater systems.

## Criteria

Institution uses natural wastewater systems to treat and manage at least 10 percent of its *wastewater* through on-site infiltration and/or re-use.

Appropriate strategies include constructed treatment wetlands, Living Machines, and other technologies that treat wastewater by mimicking the biological, chemical, and physical processes occurring in natural wetlands.

## Scoring

An institution earns 0.5 bonus points when at least 25 percent of wastewater is managed through on-site infiltration and/or re-use. Partial points are available. An institution for which 10-24 percent of wastewater is managed naturally earns 0.25 points.

## Reporting Fields

### Required

- Estimated percentage of the institution's wastewater treated and managed on-site using natural wastewater systems (1-9%, 10-24%, 25-49%, 50-74%, 75-99%, 100%)
- A brief description of the institution's natural wastewater systems and technologies

### Optional

- Website URL where information about the natural wastewater systems is available
- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

## Standards and Terms

### Wastewater

Wastewater includes all blackwater (i.e. effluent that contains contaminants; sewage) and greywater (i.e. effluent that does not contain contaminants) discharged by the institution for on-site or off-site treatment and/or release to water bodies. Stormwater that is discharged through conventional sewer infrastructure should be included as wastewater to the extent feasible.

# Network for Student Social Innovation

0.5 bonus points available

## Rationale

This credit recognizes institutions that are participating in external networks for institutions that support student social innovation.

## Criteria

Institution is currently:

- Designated as a Changemaker Campus by Ashoka U.,
- An active member of the CGI University Network, AND/OR
- An active member of an equivalent, external network for institutions that support student *social innovation* that has been approved by AASHE.<sup>1</sup>

## Scoring

An institution earns 0.5 bonus points for participating in an external network to support student social innovation. Partial points are not available.

## Reporting Fields

Required

- Is the institution currently designated or actively participating in the following? (Select all that apply.)
  - Changemaker Campus (Ashoka U.)
  - CGI University Network
  - An equivalent, external network for institutions that support student social innovation that has been approved by AASHE
- Documentation affirming the institution's participation in an external network to support student social innovation (upload or website URL)

Optional

- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

## Standards and Terms

### Social innovation

A social innovation is a novel approach to a social problem or sustainability challenge. Consistent with the Center for Social Innovation at the Stanford Graduate School of Business, a social innovation "is more

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<sup>1</sup> Email [stars@ashe.org](mailto:stars@ashe.org) to inquire about program equivalence prior to submission.

effective, efficient, sustainable, or just than current solutions. The value created accrues primarily to society rather than to private individuals”.

# Nitrogen Footprint

0.5 bonus points available

## Rationale

This credit recognizes institutions that calculate an institution-level nitrogen footprint to assess the nitrogen pollution generated by their activities.

## Criteria

Institution has calculated and publicly reported on its *nitrogen footprint* within the previous three years.

The nitrogen footprint includes utilities, food consumption, fertilizer use and transportation and may also include food production and research animals, if applicable.

## Scoring

An institution earns 0.5 bonus points for calculating and publicly reporting on its nitrogen footprint. Partial points are not available.

## Reporting Fields

### Required

- A copy of the institution's nitrogen footprint (upload or website URL)
- Are the following included in the institution's nitrogen footprint? (Yes, No, N/A)
  - Utilities
  - Food consumption
  - Food production
  - Fertilizer use
  - Transportation
  - Research animals
- Year the institution's nitrogen footprint was completed or last updated
- A brief description of the methodology or tool used to calculate the institution's nitrogen footprint

### Optional

- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

## Standards and Terms

### Nitrogen footprint

Consistent with the Sustainability Indicator Management and Analysis Platform (SIMAP), a nitrogen footprint is "the amount of reactive nitrogen released to the environment from a campus' resource



consumption". Examples of reactive nitrogen include water pollutants nitrate and ammonium, air quality pollutants ammonia and nitrogen oxides, and the greenhouse gas nitrous oxide. According to SIMAP:

When released to the environment, reactive nitrogen contributes to a cascade of negative impacts to human and ecosystem health (e.g., smog, acid rain, forest dieback, eutrophication, climate change). Major sources of reactive nitrogen include food production (from sources like fertilizer runoff, manure management, and food waste) and fossil fuel combustion (a by-product of combustion).

# Online Sustainability Course

0.5 bonus points available

## Rationale

This credit recognizes institutions that promote education for sustainability by making a sustainability course freely available online.

## Criteria

Institution offers a free, sustainability-focused course on the public internet, e.g., a massive open online course (MOOC) or the equivalent with a primary and explicit focus on sustainability. To qualify, students must have enrolled in the course during the previous three years.

To qualify, a course must have a dedicated instructor, include instructional materials and assessments, and have an established structure (e.g., an expected time commitment, a syllabus or calendar, and a mechanism for learner engagement). Continuing education courses that are free and otherwise meet the criteria are included.

## Scoring

An institution earns 0.5 bonus points for offering a free, *sustainability-focused course* on the public internet. Partial points are not available.

## Reporting Fields

### Required

- Has the institution offered a free, sustainability-focused course on the public internet in which students were enrolled within the previous three years?

If yes, provide:

- Title and a brief description of the institution's free, online sustainability course
- Website URL where information about the free, online sustainability course is available (e.g., a syllabus)

### Optional

- Number of individuals taking the institution's free, online sustainability course in the most recent year offered
- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

## Standards and Terms

### Sustainability-focused course

To count as sustainability-focused, the course title or description must indicate a primary and explicit focus on sustainability. This includes:

- Foundational courses with a primary and explicit focus on sustainability (e.g., Introduction to Sustainability, Sustainable Development, Sustainability Science).
- Courses with a primary and explicit focus on the application of sustainability within a field (e.g., Architecture for Sustainability, Green Chemistry, Sustainable Agriculture, Sustainable Business). As sustainability is an interdisciplinary topic, such courses generally incorporate insights from multiple disciplines.
- Courses with a primary and explicit focus on a major sustainability challenge (e.g., Climate Change Science, Environmental Justice, Global Poverty and Development, Renewable Energy Policy). The focus of such courses might be on providing knowledge and understanding of the problems and/or the tools for solving them.

The course title or description does not have to use the term “sustainability” to count as sustainability-focused if the primary and explicit focus of the course is on the interdependence of ecological and social/economic systems or a major sustainability challenge.

# Pay Scale Equity

0.5 bonus points available

## Rationale

This credit recognizes institutions that exceed the criteria outlined in the Employee Compensation credit by achieving a sustainable level of pay equity between workers and administrators.

## Criteria

Institution has a maximum compensation scale ratio of 1:15, where 1 represents the compensation of the lowest-paid full-time employee and 15 represents the compensation of the highest paid senior administrator (e.g. president or chancellor).

## Scoring

An institution earns 0.5 bonus points for having a maximum compensation scale ratio of 1:15 or less. Partial points are not available.

## Reporting Fields

### Required

- The factor by which the compensation of the highest compensated senior administrator exceeds that of the lowest compensated full-time employee (1:X)
- Documentation supporting the institution's reported pay scale ratio (e.g., methodology used, actual compensation amounts, or letter of affirmation from the Human Resources office) (text or upload)

### Optional

- Website URL where information about pay scale equity at the institution is available
- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

# Pest Management Certification

0.5 bonus points available

## Rationale

This credit recognizes institutions that exceed the criteria outlined in the *Landscape Management* credit by employing third party certified integrated pest management.

## Criteria

Institution's integrated pest management (IPM) program and/or contractor is currently certified under one or more of the following programs:

- EcoWise
- GreenPro
- Green Shield
- An equivalent third party certification program for IPM approved by AASHE.<sup>1</sup>

## Scoring

An institution earns 0.5 bonus points when its integrated pest management program is third party certified. Partial points are not available.

## Reporting Fields

### Required

- Institution's integrated pest management program or contractor is currently certified under which of the following programs?
  - EcoWise
  - GreenPro
  - Green Shield
  - An equivalent third party certification program for IPM approved by AASHE
- Documentation affirming the certification (upload or website URL)

### Optional

- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

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<sup>1</sup> Email [stars@aaashe.org](mailto:stars@aaashe.org) to inquire about program equivalence prior to submission.

# Sanctuary Institution

0.5 bonus points available

## Rationale

This credit recognizes institutions that create a culture of welcome for asylum seekers, refugees, and/or undocumented immigrants. This may include scholarships, legal assistance and protections, access to medical facilities, accommodation, and other supports. An institution that is formally recognized or officially self-declared to be an institution of sanctuary sends a powerful message of inclusivity to vulnerable populations. The historical legacy and persistence of discrimination and exclusion based on differences such as race, ethnicity, language, country of origin, and legal status makes a proactive approach to accessibility and inclusion in higher education an important component of creating an equitable society.

## Criteria

Institution is formally designated or officially self-declared as an *institution of sanctuary* (a.k.a. a sanctuary campus).

## Scoring

An institution earns 0.5 bonus points for being formally designated as an institution of sanctuary by Universities of Sanctuary (UK), University of Sanctuary Ireland, or an equivalent third party recognition program. Partial points are available. An institution that has officially self-declared to be sanctuary campus, but has not achieved third party recognition earns 0.25 points.

## Reporting Fields

### Required

- Has the institution been formally designated as an institution of sanctuary by Universities of Sanctuary (UK), University of Sanctuary Ireland, or an equivalent third party recognition program?  
If no:
  - Is the institution officially self-declared to be an institution of sanctuary?
- Documentation affirming the institution's official sanctuary status (upload or website URL)

### Optional

- A brief description of the institution's policies and programs to welcome, support, and protect asylum seekers, refugees, and/or undocumented immigrants
- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

## Standards and Terms

### Institution of sanctuary

An institution of sanctuary (or sanctuary campus) is a college or university that 1) has adopted policies to welcome, support, and protect undocumented immigrants, asylum seekers, and/or refugees, and 2) has been either formally designated as an institution of sanctuary (see, for example, [Universities of Sanctuary](#) or [University of Sanctuary Ireland](#)) or officially self-declared to be a sanctuary campus.

# Serving Underrepresented Students

0.5 bonus points available

## Rationale

This credit recognizes institutions that exceed the minimum criteria of credits in the Diversity & Affordability subcategory by having a formal dedication to serve students that have been traditionally underrepresented in higher education. The historical legacy and persistence of discrimination and exclusion based on differences such as race, ethnicity and social class makes a proactive approach to accessibility and inclusion in higher education an important component of creating an equitable society.

## Criteria

Institution is formally designated as a *minority-serving institution*, historically disadvantaged institution, indigenous institution, or the equivalent.

Diversity recruitment/admissions programs and broad diversity or social justice commitments (e.g. in a mission statement) are not sufficient to earn this credit.

## Scoring

An institution earns 0.5 bonus points for being formally designated as a minority-serving institution (or the equivalent). Partial points are not available.

## Reporting Fields

### Required

- Is the institution formally designated as a minority-serving institution, historically disadvantaged institution, indigenous institution, or the equivalent?
- Documentation affirming the institution's designation as a minority-serving institution or the equivalent (upload or website URL)

### Optional

- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

## Standards and Terms

### Minority-Serving Institution

Consistent with the U.S. Department of the Interior, Office of Civil Rights, minority-serving institutions (MSIs) are defined as "institutions of higher education that serve minority populations". Examples of designated MSIs in a U.S. context include:

- Historically Black Colleges and Universities (HBCUs).
- Hispanic-Serving Institutions (HSIs).



- Tribal Colleges and Universities (TCUs).
- Asian American and Pacific Islander Serving Institutions

Globally, other nomenclature is used to designate minority-serving institutions, e.g. “historically disadvantaged institutions”, “indigenous colleges and universities”, and “minority status institutions”.

# Single-Use Plastic Ban

0.5 bonus points available

## Rationale

This credit recognizes institutions that exceed the criteria outlined in the *Sustainable Dining and Waste Minimization and Diversion* credit by actively eliminating single-use disposable plastics.

## Criteria

Institution has banned or eliminated the on-site sales and distribution of at least one type of single-use disposable plastic, for example:

- Straws
- Beverage bottles
- Shopping bags
- Food serviceware, containers, or utensils
- Polystyrene (Styrofoam™) products
- Individually packaged items (e.g., napkins, condiments, and baked goods)

To qualify, a single-use disposable plastic must have been banned or eliminated across the entire institution. Biodegradable plastic options may be used if they are both certified compostable and used in conjunction with a campus composting program.

## Scoring

An institution earns 0.5 bonus points when it meets the criteria. Partial points are not available.

## Reporting Fields

### Required

- Has the institution banned or eliminated the on-site sales and distribution of at least one type of single-use disposable plastic?  
If yes:
  - A brief description of the single-use disposable plastics that have been banned or eliminated (Include how institution ensures compostable plastics are actually composted, if applicable.)

### Optional

- Website URL where information about the single-use disposable plastic ban(s) is available
- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

# Social Enterprise

0.5 bonus points available

## Rationale

This credit recognizes institutions (typically for-profit) that are formally recognized as social enterprises or B Corporations.

## Criteria

Institution is currently either formally recognized as a *social enterprise* (as evidenced by membership in a social enterprise network or inclusion in a social enterprise directory) or a Certified *B Corporation*.

## Scoring

An institution earns 0.5 bonus points for being recognized as a social enterprise or a Certified B Corporation. Partial points are not available.

## Reporting Fields

### Required

- Is the institution currently a social enterprise or a Certified B Corporation?  
If yes, provide:
  - Documentation affirming the institution's social enterprise or B Corporation status (upload or website URL)

### Optional

- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

## Standards and Terms

### B Corporations

B Corporations are businesses that are certified by B Lab to meet standards of social and environmental performance, public transparency, and legal accountability to balance profit and purpose.

### Social enterprises

Consistent with Social Enterprise Europe, social enterprises are defined as “businesses whose prime purpose is social, who operate ethically and are democratically owned and governed.” Social enterprises may include, but are not limited to, organizations that are nominally part of the social and solidarity economy, e.g. fair and ethical trade organizations, self-help organizations, and cooperatives.

# Spend Analysis

0.5 bonus points available

## Rationale

This credit recognizes institutions that exceed the criteria outlined in credits within the Purchasing subcategory by conducting an analysis of the sustainability impacts of their procurement activities.

## Criteria

Institution has conducted a *spend analysis* to assess the sustainability impacts of its purchasing across commodity categories and identified and prioritized opportunities for improvement. Examples include supply-chain carbon footprint analysis and related methodologies that address the environmental, social, and economic performance of the institution's products and suppliers.

The analysis covers at least 25 percent of the institution's total expenditures and has been conducted or updated during the three years prior to the anticipated date of submission.

## Scoring

An institution earns 0.5 bonus points when 50 percent or more of its expenditures have been subject to a sustainability-related spend analysis. Partial points are available. An institution for which at least 25, but less than 50, percent of expenditures have been subject to a sustainability-related spend analysis earns 0.25 points.

## Reporting Fields

### Required

- Estimated proportion of the institution's expenditures that have been subject to a sustainability-related spend analysis
  - 50 percent or more
  - 25 - 49 percent
  - Less than 25 percent
- A brief description of the institution's sustainability-related spend analysis

### Optional

- Website URL where information about the sustainability-related spend analysis is available
- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

## Standards and Terms

### Spend Analysis

Consistent with the Sustainable Purchasing Leadership Council:

Sustainability-related spend analysis involves collecting, cleansing, and classifying purchasing history data in order to pair it with additional information about the environmental, social, and economic performance of the products, services and suppliers that make up that purchase history. Spend analysis allows an organization to determine the areas of their purchasing that offer the greatest opportunity to improve their supply chain's environmental, social, and economic performance. Spend analysis establishes a performance baseline against which future progress can be measured.

# Stakeholder Engagement Standard

0.5 bonus points available

## Rationale

This credit recognizes institutions that exceed the community stakeholder engagement criteria outlined in the Inclusive and Participatory Governance credit by institutionalizing the principles and best practices defined in the AA1000 Stakeholder Engagement Standard.

## Criteria

Institution has made a formal, public commitment to the AccountAbility principles as defined in the AA1000 Stakeholder Engagement Standard (SES).

## Scoring

An institution earns 0.5 bonus points for making a formal, public commitment to the AccountAbility principles. Partial points are not available.

## Reporting Fields

### Required

- Has the institution made a formal, public commitment to the AccountAbility principles as defined in the AA1000 Stakeholder Engagement Standard (SES)?

If yes, provide:

- The institution's public commitment to the AccountAbility principles (upload or website URL)

### Optional

- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

# Stormwater Modeling

0.5 bonus points available

## Rationale

This credit recognizes institutions that exceed the criteria outlined in the *Rainwater Management* credit by assessing the impact of green infrastructure and LID practices on stormwater runoff.

## Criteria

Institution uses stormwater modeling to assess the impact of low impact development (LID) practices and green infrastructure on campus, as measured by the percentile local or regional rainfall events for which the institution manages runoff on-site using LID practices and green infrastructure.

To calculate the impact of green infrastructure, institutions may use the [Green Infrastructure Modeling Toolkit](#) (U.S. EPA), The Center for Neighborhood Technology's [Green Values Calculator](#), or an equivalent stormwater modeling methodology, tool, or calculator.

## Scoring

An institution earns 0.5 bonus points for managing on-site the runoff for the 90th percentile of regional or local rainfall events using LID practices and green infrastructure. Partial points are available. An institution that manages on-site the runoff for at least the 75th percentile of regional or local rainfall events using LID practices and green infrastructure earns 0.25 points.

## Reporting Fields

### Required

- A brief description of the methodology/tool used to calculate the percentile local or regional rainfall events for which the institution manages runoff on-site using LID practices and green infrastructure
- Percentile of local or regional rainfall events for which the institution manages runoff on-site using LID practices and green infrastructure (95th, 90th, 85th, 80th, 75th, Less than 75th)

### Optional

- Website URL where information about the stormwater modeling is available
- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

# Student Living Wage

0.5 bonus points available

## Rationale

This credit recognizes institutions that are working to improve accessibility and affordability and alleviate poverty among students by paying student workers a living wage.

## Criteria

All of the institution's student employees (e.g., part-time student workers, work study students, graduate research assistants, graduate teaching assistants) are paid a *living wage* for one adult.

To determine the local living wage:

- U.S. institutions must use the [Living Wage Calculator](#) hosted by the Massachusetts Institute of Technology to look up the living wage for “1 Adult” for the community in which the main campus is located.
- Canadian institutions must use [Living Wage Canada](#)'s standards (if a living wage for one adult has been calculated for the community in which the main campus is located) or else the appropriate after tax *Low Income Cut-Off* (LICO) for a family unit of one person (expressed as an hourly wage).
- Institutions located outside the U.S. and Canada must use local equivalents of the above standards if available or else the local *poverty indicator* for one adult (expressed as an hourly wage).

## Scoring

An institution earns 0.5 bonus points when all student employees are paid a living wage. Partial points are not available.

## Reporting Fields

Required

- The local living wage for one adult (US/Canadian dollars)
- Percentage of student employees (e.g., part-time student workers, work study students, graduate research assistants, graduate teaching assistants) paid a living wage for one adult (0-100)
- Information to support the living wage percentage reported above (text or upload)

Optional

- Website URL where information about student wages is available
- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)



## Standards and Terms

### Living wage

Consistent with the ISEAL Alliance Living Wage Working Group, a living wage is defined as:

...the remuneration received for a standard work week by a worker in a particular place sufficient to afford a decent standard of living for the worker and her or his family. Elements of a decent standard of living include food, water, housing, education, health care, transport, clothing, and other essential needs including provision for unexpected events.

### Living Wage Calculator

The [Living Wage Calculator](#) is a tool produced by Dr. Amy K. Glasmeier and the Massachusetts Institute of Technology. The calculator is designed to provide a minimum estimate of the cost of living for low wage families in the United States. Calculator results assume a standard full-time work-year of 2,080 hours (52, 40 hour work weeks).

### Living Wage Canada

Living Wage Canada is a site/portal to facilitate learning and information sharing among Canadian communities to help build a national living wage movement. [The website](#) includes details about the Canadian Living Wage Framework which provides a consistent living wage definition, calculation methodology, and strategy for recognizing corporate and community leadership who commit to pass a living wage policy.

### Low Income Cut-Off

Low Income Cut-Offs (LICOs) are Canadian income thresholds below which a family will likely devote a larger share of its income on the necessities of food, shelter and clothing than the average family. LICOs may be found in tables included in the Low Income Lines publications available on the [Statistics Canada website](#).

### Poverty indicator

An official threshold or guideline used to determine poverty level and/or eligibility for public benefits to meet basic needs. See, for example, the [European Union at-risk-of-poverty thresholds](#) for a family of two adults and two children.

# Sustainability Course Designation

0.5 bonus points available

## Rationale

This credit recognizes institutions that exceed the minimum criteria for identifying sustainability course content outlined in the Academic Courses credit by formalizing sustainability course listings for current and prospective students in the institution's course catalog or equivalent.

## Criteria

Institution formally designates sustainability courses across multiple departments in its official course catalog or listings.

This might take the form of an identifying symbol or code to help students distinguish sustainability courses from other courses (e.g., a sustainability filter in an online catalog or a sustainability tag in a printed catalog). Identification of courses offered by a sustainability-focused academic unit (e.g., courses offered by a Sustainability Studies department and denoted with a "SUST" prefix) is not sufficient in the absence of course-level designations that encompass courses offered by multiple departments.

## Scoring

An institution earns 0.5 bonus points when courses are formally designated in the institution's official course catalog. Partial points are not available.

## Reporting Fields

### Required

- A brief description of the formal sustainability course designation program (Include the methodology used to identify and approve courses for inclusion.)
- The official course catalog where the sustainability course designations appear (upload or Website URL)

### Optional

- Does the institution designate sustainability courses on student transcripts?
- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

# Sustainability Office Diversity Program

0.5 bonus points available

## Rationale

This credit recognizes institutions with sustainability offices that are intentionally advancing diversity, equity, and inclusion (DEI).

## Criteria

Institution has a sustainability office that is intentionally advancing diversity, equity, and inclusion (DEI) in its work, as indicated by three or more of the following.

The institution's sustainability office (or equivalent institution-wide coordinating body):

- Has an initiative specifically designed to recruit sustainability employees (including student workers/interns) from *underrepresented groups* (above and beyond institution-wide DEI and equal opportunity employment efforts).
- Ensures that sustainability employees complete DEI training (e.g., anti-oppression, anti-racism, and/or social inclusion trainings).
- Regularly collaborates on events, projects, or initiatives with the institution's DEI office/program and/or organizations that support underrepresented groups on campus.
- Includes (or manages a sustainability oversight/coordinating committee that includes) at least one individual with formal DEI and/or environmental or social justice responsibilities (e.g., as documented in a job description).

## Scoring

An institution earns 0.5 bonus points for advancing DEI within sustainability in at least three of the four ways listed. Partial points are not available.

## Reporting Fields

Required

- Does the sustainability office have initiatives specifically designed to recruit sustainability employees from underrepresented groups (above and beyond institution-wide DEI and equal opportunity employment efforts)?  
If yes, provide:
  - A brief description of the initiatives specifically designed to recruit sustainability employees from underrepresented groups (Include how the sustainability office recruitment efforts exceed institution-wide efforts to recruit employees from underrepresented groups.)
- Does the sustainability office ensure that sustainability employees complete DEI training?  
If yes, provide:

- A brief description of the DEI trainings for sustainability employees
- Does the sustainability office regularly collaborate on events, projects, or initiatives with the institution's DEI office/program and/or organizations that support underrepresented groups on campus?
  - If yes, provide:
    - A brief description of events, projects, or initiatives during the previous year developed in collaboration with the DEI office/program and/or organizations that support underrepresented groups on campus
- Does the sustainability office or committee include at least one individual with formal DEI and/or environmental or social justice responsibilities?
  - If yes, provide:
    - Documentation of the formal DEI and/or environmental or social justice responsibilities (e.g., job title/description or committee minutes/charter)

### Optional

- Website URL where information about the initiatives to advance DEI within the sustainability program is available
- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

## Standards and Terms

### Underrepresented groups

Consistent with the University of California, Berkeley, underrepresented groups are groups who have been denied access and/or suffered past institutional discrimination and/or have been marginalized and are currently underrepresented. These groups may include, but are not limited to, racial, ethnic and immigrant populations; people with disabilities; lesbian, gay, bisexual, and transgender individuals; adult learners; veterans; and individuals from different religious groups and economic backgrounds.

Underrepresentation may be revealed by an imbalance in the representation of different groups in common pursuits such as education, jobs, housing, etc., resulting in marginalization for some groups and individuals and not for others, relative to the number of individuals who are members of the population involved.

# Sustainability Projects Fund

0.5 bonus points available

## Rationale

This credit recognizes institutions that maintain dedicated funding for campus sustainability projects.

## Criteria

Institution has a dedicated fund (e.g., a *green fund*) to support campus sustainability projects.

The fund is ongoing (i.e., not a one-time award or grant) and includes a multi-stakeholder decision-making process to determine which projects receive funding.

## Scoring

An institution earns 0.5 bonus points for having a green fund that meets the criteria. Partial points are not available.

## Reporting Fields

### Required

- Name of the institution's sustainability projects fund
- Which of the following best describes the primary source of funding for the sustainability projects fund?
  - Student fees (major funding comes from fees paid for by students)
  - Donation driven (e.g., by alumni, corporate and/or foundation donations)
  - Department driven (e.g., academic and administrative budgeted green funds)
  - Hybrid (a combination of fund types)
- Year the institution's sustainability projects fund was established
- A brief description of the institution's sustainability projects fund
- A brief description of the multi-stakeholder decision-making process used to determine which projects receive funding through the sustainability projects fund

### Optional

- Website URL where information about the sustainability projects fund is available
- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

## Standards and Terms

### Green fund

A campus green fund, also called a campus sustainability fund, is a financial mechanism dedicated to the funding of projects such as renewable energy installations, energy retrofits, educational outreach and the hiring of sustainability personnel occurring on campus and for the benefit of an institution's sustainability efforts. Student fees, alumni donations, administrative budgets, and grants are the main sources of funding for green funds.

# Textbook Affordability

0.5 bonus points available

## Rationale

This credit recognizes institutions that support higher education affordability and open digital scholarship by encouraging the use of free and low-cost textbooks.

## Criteria

Institution supports textbook affordability by:

- Hosting a peer-to-peer textbook exchange program, *textbook lending library*, or an *alternate textbook project* covering multiple divisions or departments; AND/OR
- Providing incentives for academic staff that explicitly encourage the authorship, peer review, and/or adoption of *open access textbooks* (or alternate textbooks composed of *open educational resources*). The incentives may include honors, fellowships, titles, monetary rewards, and/or release time.

## Scoring

An institution earns 0.5 bonus points for meeting both of the criteria listed. Partial points are available. An institution that meets one, but not both, criteria earns 0.25 bonus points.

## Reporting Fields

### Required

- Does the institution host a peer-to-peer textbook exchange program, textbook lending library, or alternate textbook project?  
If yes, provide:
  - A brief description of the textbook exchange program, textbook lending library, or alternate textbook project
- Does the institution provide incentives for academic staff that explicitly encourage the authorship, peer review, and/or adoption of open access textbooks?  
If yes, provide:
  - A brief description of the incentives to encourage the authorship, peer review, and/or adoption of open access textbooks
- Website URL where information about the textbook affordability incentives is available

### Optional

- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

## **Standards and Terms**

### **Alternate textbook project**

Consistent with Temple University's guide to [Discovering Open Educational Resources](#) (OER), alternate textbook projects "encourage faculty to replace their commercial textbooks with alternate resources such as OER and licensed library content (which is openly available to all the members of that institution)".

### **Open access textbooks**

Consistent with the Florida Distance Learning Consortium's [Open Access Textbooks project](#) and Student Public Interest Research Groups (PIRGs), open access textbooks, also known as open textbooks, are "complete digital textbooks that are accessible online at no cost, and affordable to purchase printed as a book."

### **Open educational resources**

Consistent with Temple University's guide to [Discovering Open Educational Resources](#) (OER), OERs are defined as "educational materials and resources that are publicly accessible meaning that they are openly available for anyone to use and under some licenses to re-mix, improve and redistribute."

### **Textbook lending library**

A textbook lending library program is explicitly designed to provide low-income students and/or students with unmet financial need with access to required textbooks. Such programs go beyond traditional library collections that may include copies of textbooks on reserve, but do not explicitly aim to address the needs of low-income students.



# Voter Education and Support

0.5 bonus points available

## Rationale

This credit recognizes institutions that have earned external recognition for preparing students to play an informed and active role as citizens and voters.

## Criteria

Institution has been recognized by/as one of the following during the previous three years:

- Voter Friendly Campus (U.S.),
- ALL IN Campus Democracy Challenge (Silver level or higher) (U.S.), OR
- An equivalent, external voter education and support recognition program approved by AASHE.<sup>1</sup>

## Scoring

An institution earns 0.5 bonus points for being recognized by an external voter education and support program. Partial points are not available.

## Reporting Fields

Required

- Has the institution earned the following during the previous three years?  
Select all that apply.
  - Voter Friendly Campus Designation (U.S.)
  - ALL IN Campus Democracy Challenge (Silver level or higher) (U.S.)
  - An equivalent, external recognition program approved by AASHE
- Documentation affirming the institution's recognition for voter education and support (upload or website URL)

Optional

- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

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<sup>1</sup> Email [stars@aaashe.org](mailto:stars@aaashe.org) to inquire about program equivalence prior to submission.

# Water Balance

0.5 bonus points available

## Rationale

This credit recognizes institutions that exceed the criteria outlined in the Water Use credit by assessing water withdrawal against a calculated natural water balance for the campus.

## Criteria

Institution has calculated a natural water balance for the campus to assess the sustainability of its water withdrawal (e.g., institution water use compared to a water budget based on available precipitation, potential evapotranspiration, and campus/watershed area).

For guidance in calculating a natural water balance, see the [Net Zero Water Building Toolkit](#), the [Sustainable Sanitation and Water Management Toolbox](#), and/or the [Water Evaluation and Planning \(WEAP\)](#) tool.

## Scoring

An institution earns 0.5 bonus points for calculating a natural water balance, publishing its methodology, and using the results to assess the institution's water withdrawal. Partial points are not available.

## Reporting Fields

### Required

- Has the institution calculated a natural water balance for the campus to assess the sustainability of its water withdrawal?  
If yes:
  - A brief description of the methodology used to calculate the campus water balance
  - A brief description of how the institution's water withdrawal compares to the natural water balance of the campus

### Optional

- Website URL where information about the institution's natural water balance is available
- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

# Wellbeing Certification

0.5 bonus points available

## Rationale

This credit recognizes institutions that exceed the criteria outlined in the Wellness Program credit by achieving third party certification of their health and wellness programs.

## Criteria

Institution has been recognized for leadership in health and wellness during the previous three years by a national or international program. Examples include:

- Global Healthy Workplace Certification
- American Heart Association's Workplace Health Achievement Index (Bronze level or higher)
- Canada Awards for Excellence (Silver level or higher):
  - Excellence, Innovation and Wellness Standard,
  - Healthy Workplace® Standard, and/or
  - Mental Health at Work® Framework
- The KeepWell Mark (Ireland)
- Workplace Wellbeing Charter (U.K.)
- An equivalent third party certification approved by AASHE.<sup>1</sup>

## Scoring

An institution earns 0.5 bonus points for being recognized for leadership in health and wellness. Partial points are not available.

## Reporting Fields

### Required

- Has the institution been recognized for leadership in health and wellness during the previous three years by a national or international program?

If yes, provide:

- Documentation affirming the wellbeing certification or recognition (upload or website URL)

### Optional

- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

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<sup>1</sup> Email [stars@aaashe.org](mailto:stars@aaashe.org) to inquire about program equivalence prior to submission.

# Work College

0.5 bonus points available

## Rationale

This credit recognizes institutions that help address affordability and access challenges through comprehensive work-learning-service programs for students.

## Criteria

Institution is formally recognized as a *work college* by the U.S. Department of Education (or local equivalent for institutions outside the U.S.).

To count, the institution must require at least one-half of all students who are enrolled on a full-time basis to participate in a comprehensive work-learning-service program.

## Scoring

An institution earns 0.5 bonus points for being formally recognized as a work college (or the equivalent). Partial points are not available.

## Reporting Fields

### Required

- A brief description of the institution's work college designation, its work-learning-service programs for students, and how these programs address affordability and access

### Optional

- Website URL where information about the institution's status as a work college is available
- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

## Standards and Terms

### Work college

Consistent with the U.S. Department of Education and the Work Colleges Consortium, a work college is a public or private nonprofit, four-year, degree-granting institution with a commitment to community service that:

1. Has operated a comprehensive work-learning-service program for at least two years;
2. Requires resident students, including at least one-half of all students who are enrolled on a full-time basis, to participate in a comprehensive work-learning-service program for at least five hours each week, or at least 80 hours during each period of enrollment, except summer school, unless the student is engaged in an institutionally organized or approved study abroad or externship program; and

3. Provides students participating in the comprehensive work-learning-service program with the opportunity to contribute to their education and to the welfare of the community as a whole.

A comprehensive student work-learning-service program:

1. Is an integral and stated part of the institution's educational philosophy and program;
2. Requires participation of all resident students for enrollment and graduation;
3. Includes learning objectives, evaluation, and a record of work performance as part of the student's college record;
4. Provides programmatic leadership by college personnel at levels comparable to traditional academic programs;
5. Recognizes the educational role of work-learning-service supervisors; and
6. Includes consequences for nonperformance or failure in the work-learning-service program similar to the consequences for failure in the regular academic program.

# Zero Waste Certification

0.5 bonus points available

## Rationale

This credit recognizes institutions that exceed the criteria outlined in the *Waste Minimization and Diversion* credit by becoming Zero Waste certified.

## Criteria

Institution is currently:

- TRUE Zero Waste certified OR
- Certified by an approved national affiliate of the Zero Waste International Alliance (ZWIA).

## Scoring

An institution earns 0.5 bonus points when it is Zero Waste certified. Partial points are not available.

## Reporting Fields

Required

- Is the institution currently Zero Waste certified by TRUE or an approved national affiliate of the Zero Waste International Alliance (ZWIA)?

If yes, provide:

- Documentation affirming the Zero Waste certification (upload or website URL)

Optional

- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

# Innovation A

**0.5 bonus points available**

## Rationale

Innovation credits are open-ended and reserved for outcomes, policies, and practices that address sustainability challenges and are not covered by an existing credit.

## Criteria

Institution has a new, extraordinary, unique, ground-breaking, or uncommon outcome, policy, or practice that addresses a *sustainability challenge* and is not covered by an existing credit.

- 1) In general, innovation credits should have roughly similar impacts or be on the same scale as other STARS credits.
- 2) Outcomes, policies, and practices that are innovative for the institution's region or institution type are eligible for innovation credits.
- 3) The innovative practice, policy, program, or outcome must be ongoing or have occurred within the three years prior to the anticipated date of submission.
- 4) The innovative practice or program has to be something that the institution has already implemented; planned activities do not count.
- 5) The innovative practice or program should originate from an area within the defined institutional boundary.
- 6) Practices, policies, and programs that were once considered innovative but are now widely adopted (e.g., being the first institution to enact a policy 20 years ago that is now common) may not be claimed as innovation credits.
- 7) Multiple activities or practices whose sum is innovative can be considered for an innovation credit as long as those activities or practices are related. Listing a series of unrelated accomplishments or events under a single innovation credit is not accepted.
- 8) While the practices that led to receiving an award may be appropriate for an innovation credit, winning awards and/or high sustainability rankings in other assessments is not, in and of itself, grounds for an innovation credit. When the innovation is part of a partnership, the summary provided must clearly describe the institution's role in the innovation.

To help verify that the policy, practice, program, or outcome that the institution is claiming for an innovation credit is truly innovative, the institution may submit a letter of affirmation from an individual with relevant expertise in the associated content area or a press release or publication featuring the innovation.

## Scoring

An institution earns 0.5 bonus points for this credit. Partial points are not available.

## Reporting Fields

Please note that institutions will report on each innovation credit separately.

## Required

- Name or title of the innovative policy, practice, program, or outcome
- A brief description of the innovative policy, practice, program, or outcome that outlines how credit criteria are met and any positive measurable outcomes associated with the innovation
- Does the innovation describe a new, extraordinary, unique, ground-breaking, or uncommon outcome, policy or practice that is not already covered by an existing STARS credit?
- Is the innovative practice, policy, program, or outcome ongoing or has it occurred within the three years prior to the anticipated date of submission?
- Has the institution previously received a STARS innovation credit for this specific practice, policy, program, or outcome?
- Which of the following impact areas does the innovation most closely relate to (select up to three):
  - Curriculum
  - Research
  - Campus Engagement
  - Public Engagement
  - Air & Climate
  - Buildings
  - Energy
  - Food & Dining
  - Grounds
  - Purchasing
  - Transportation
  - Waste
  - Water
  - Coordination & Planning
  - Diversity & Affordability
  - Investment & Finance
  - Wellbeing & Work

## Optional

- A letter of affirmation from an individual with relevant expertise or a press release or publication featuring the innovation (upload)
- Website URL where information about the innovation is available
- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

## Standards and Terms

### Sustainability challenges

AASHE defines sustainability in a pluralistic and inclusive way, encompassing human and ecological health, social justice, secure livelihoods, and a better world for all generations. Major sustainability challenges include (but are not limited to) climate change, global poverty and inequality, natural resource depletion, and environmental degradation. To identify additional sustainability challenges, it may be helpful to reference the principles outlined in the [Earth Charter](#) and/or the targets embedded in the UN [Sustainable Development Goals](#) (SDGs).



# Innovation B

**0.5 bonus points available**

## Rationale

Innovation credits are open-ended and reserved for outcomes, policies, and practices that address sustainability challenges and are not covered by an existing credit.

## Criteria

Institution has a new, extraordinary, unique, ground-breaking, or uncommon outcome, policy, or practice that addresses a *sustainability challenge* and is not covered by an existing credit.

- 1) In general, innovation credits should have roughly similar impacts or be on the same scale as other STARS credits.
- 2) Outcomes, policies, and practices that are innovative for the institution's region or institution type are eligible for innovation credits.
- 3) The innovative practice, policy, program, or outcome must be ongoing or have occurred within the three years prior to the anticipated date of submission.
- 4) The innovative practice or program has to be something that the institution has already implemented; planned activities do not count.
- 5) The innovative practice or program should originate from an area within the defined institutional boundary.
- 6) Practices, policies, and programs that were once considered innovative but are now widely adopted (e.g., being the first institution to enact a policy 20 years ago that is now common) may not be claimed as innovation credits.
- 7) Multiple activities or practices whose sum is innovative can be considered for an innovation credit as long as those activities or practices are related. Listing a series of unrelated accomplishments or events under a single innovation credit is not accepted.
- 8) While the practices that led to receiving an award may be appropriate for an innovation credit, winning awards and/or high sustainability rankings in other assessments is not, in and of itself, grounds for an innovation credit. When the innovation is part of a partnership, the summary provided must clearly describe the institution's role in the innovation.

To help verify that the policy, practice, program, or outcome that the institution is claiming for an innovation credit is truly innovative, the institution may submit a letter of affirmation from an individual with relevant expertise in the associated content area or a press release or publication featuring the innovation.

## Scoring

An institution earns 0.5 bonus points for this credit. Partial points are not available.

## Reporting Fields

Please note that institutions will report on each innovation credit separately.

## Required

- Name or title of the innovative policy, practice, program, or outcome
- A brief description of the innovative policy, practice, program, or outcome that outlines how credit criteria are met and any positive measurable outcomes associated with the innovation
- Does the innovation describe a new, extraordinary, unique, ground-breaking, or uncommon outcome, policy or practice that is not already covered by an existing STARS credit?
- Is the innovative practice, policy, program, or outcome ongoing or has it occurred within the three years prior to the anticipated date of submission?
- Has the institution previously received a STARS innovation credit for this specific practice, policy, program, or outcome?
- Which of the following impact areas does the innovation most closely relate to (select up to three):
  - Curriculum
  - Research
  - Campus Engagement
  - Public Engagement
  - Air & Climate
  - Buildings
  - Energy
  - Food & Dining
  - Grounds
  - Purchasing
  - Transportation
  - Waste
  - Water
  - Coordination & Planning
  - Diversity & Affordability
  - Investment & Finance
  - Wellbeing & Work

## Optional

- A letter of affirmation from an individual with relevant expertise or a press release or publication featuring the innovation (upload)
- Website URL where information about the innovation is available
- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

## Standards and Terms

### Sustainability challenges

AASHE defines sustainability in a pluralistic and inclusive way, encompassing human and ecological health, social justice, secure livelihoods, and a better world for all generations. Major sustainability challenges include (but are not limited to) climate change, global poverty and inequality, natural resource depletion, and environmental degradation. To identify additional sustainability challenges, it may be helpful to reference the principles outlined in the [Earth Charter](#) and/or the targets embedded in the UN [Sustainable Development Goals](#) (SDGs).

# Innovation C

**0.5 bonus points available**

## Rationale

Innovation credits are open-ended and reserved for outcomes, policies, and practices that address sustainability challenges and are not covered by an existing credit.

## Criteria

Institution has a new, extraordinary, unique, ground-breaking, or uncommon outcome, policy, or practice that addresses a *sustainability challenge* and is not covered by an existing credit.

- 1) In general, innovation credits should have roughly similar impacts or be on the same scale as other STARS credits.
- 2) Outcomes, policies, and practices that are innovative for the institution's region or institution type are eligible for innovation credits.
- 3) The innovative practice, policy, program, or outcome must be ongoing or have occurred within the three years prior to the anticipated date of submission.
- 4) The innovative practice or program has to be something that the institution has already implemented; planned activities do not count.
- 5) The innovative practice or program should originate from an area within the defined institutional boundary.
- 6) Practices, policies, and programs that were once considered innovative but are now widely adopted (e.g., being the first institution to enact a policy 20 years ago that is now common) may not be claimed as innovation credits.
- 7) Multiple activities or practices whose sum is innovative can be considered for an innovation credit as long as those activities or practices are related. Listing a series of unrelated accomplishments or events under a single innovation credit is not accepted.
- 8) While the practices that led to receiving an award may be appropriate for an innovation credit, winning awards and/or high sustainability rankings in other assessments is not, in and of itself, grounds for an innovation credit. When the innovation is part of a partnership, the summary provided must clearly describe the institution's role in the innovation.

To help verify that the policy, practice, program, or outcome that the institution is claiming for an innovation credit is truly innovative, the institution may submit a letter of affirmation from an individual with relevant expertise in the associated content area or a press release or publication featuring the innovation.

## Scoring

An institution earns 0.5 bonus points for this credit. Partial points are not available.

## Reporting Fields

Please note that institutions will report on each innovation credit separately.

## Required

- Name or title of the innovative policy, practice, program, or outcome
- A brief description of the innovative policy, practice, program, or outcome that outlines how credit criteria are met and any positive measurable outcomes associated with the innovation
- Does the innovation describe a new, extraordinary, unique, ground-breaking, or uncommon outcome, policy or practice that is not already covered by an existing STARS credit?
- Is the innovative practice, policy, program, or outcome ongoing or has it occurred within the three years prior to the anticipated date of submission?
- Has the institution previously received a STARS innovation credit for this specific practice, policy, program, or outcome?
- Which of the following impact areas does the innovation most closely relate to (select up to three):
  - Curriculum
  - Research
  - Campus Engagement
  - Public Engagement
  - Air & Climate
  - Buildings
  - Energy
  - Food & Dining
  - Grounds
  - Purchasing
  - Transportation
  - Waste
  - Water
  - Coordination & Planning
  - Diversity & Affordability
  - Investment & Finance
  - Wellbeing & Work

## Optional

- A letter of affirmation from an individual with relevant expertise or a press release or publication featuring the innovation (upload)
- Website URL where information about the innovation is available
- Additional documentation to support the submission (upload)
- Data source(s) and notes about the submission
- Contact information for a responsible party (an employee who can respond to questions regarding the data once it is submitted and available to the public)

## Standards and Terms

### Sustainability challenges

AASHE defines sustainability in a pluralistic and inclusive way, encompassing human and ecological health, social justice, secure livelihoods, and a better world for all generations. Major sustainability challenges include (but are not limited to) climate change, global poverty and inequality, natural resource depletion, and environmental degradation. To identify additional sustainability challenges, it may be helpful to reference the principles outlined in the [Earth Charter](#) and/or the targets embedded in the UN [Sustainable Development Goals](#) (SDGs).

# Innovation D

**0.5 bonus points available**

## Rationale

Innovation credits are open-ended and reserved for outcomes, policies, and practices that address sustainability challenges and are not covered by an existing credit.

## Criteria

Institution has a new, extraordinary, unique, ground-breaking, or uncommon outcome, policy, or practice that addresses a *sustainability challenge* and is not covered by an existing credit.

- 9) In general, innovation credits should have roughly similar impacts or be on the same scale as other STARS credits.
- 10) Outcomes, policies, and practices that are innovative for the institution's region or institution type are eligible for innovation credits.
- 11) The innovative practice, policy, program, or outcome must be ongoing or have occurred within the three years prior to the anticipated date of submission.
- 12) The innovative practice or program has to be something that the institution has already implemented; planned activities do not count.
- 13) The innovative practice or program should originate from an area within the defined institutional boundary.
- 14) Practices, policies, and programs that were once considered innovative but are now widely adopted (e.g., being the first institution to enact a policy 20 years ago that is now common) may not be claimed as innovation credits.
- 15) Multiple activities or practices whose sum is innovative can be considered for an innovation credit as long as those activities or practices are related. Listing a series of unrelated accomplishments or events under a single innovation credit is not accepted.
- 16) While the practices that led to receiving an award may be appropriate for an innovation credit, winning awards and/or high sustainability rankings in other assessments is not, in and of itself, grounds for an innovation credit. When the innovation is part of a partnership, the summary provided must clearly describe the institution's role in the innovation.

To help verify that the policy, practice, program, or outcome that the institution is claiming for an innovation credit is truly innovative, the institution may submit a letter of affirmation from an individual with relevant expertise in the associated content area or a press release or publication featuring the innovation.

## Scoring

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## Reporting Fields

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## Required

- Name or title of the innovative policy, practice, program, or outcome
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  - Campus Engagement
  - Public Engagement
  - Air & Climate
  - Buildings
  - Energy
  - Food & Dining
  - Grounds
  - Purchasing
  - Transportation
  - Waste
  - Water
  - Coordination & Planning
  - Diversity & Affordability
  - Investment & Finance
  - Wellbeing & Work

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## Standards and Terms

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