



## 2018 RecycleMania Case Study Competition

### *RVCC Recycling Bin Case Study*

1. Contact info (name, department, school, email, phone)

Susan Dorward

Facilities & Grounds

Raritan Valley Community College

[Susan.Dorward@raritanval.edu](mailto:Susan.Dorward@raritanval.edu)

908-526-1200 x8612

2. Focus of Case study

(Summary 25 words or less)

Studying the recycling habits of RVCC employees, and subsequently providing new recycling bins, signs, and dumpsters.

3. Detailed description of campaign component:

(300 words or less)

Every semester, the Environmental Science and Sustainability (ENVI201) class studies recycling on campus and comes up with ideas for improvements. Student Deidre Supple had the idea of improving recycling in offices, and as an intern implemented a study and pilot program in the Science and Engineering building. The study found that some recyclables were ending up in employee waste bins and not being recycled in the hallway recycling bins. The pilot program educated employees about recycling and replaced each office's waste bin with a comingled recycling bin with a small "buddy" bagless waste bin attached. Employees were expected to sort their recycling into hallway recycling bins and empty their waste bins into hallway waste bins. The pilot was successful, so Deidre worked with Housekeeping to roll out the new office bins across campus. After receiving feedback that more hallway bins were needed, Deidre organized the rollout of 9 new sets of hallway bins. During RecycleMania, RecycleMania intern Griffen Hurt posted new informational recycling and waste signs above all hallway bins. Somerset County provided four new recycling dumpsters to accommodate the additional recycling and make it easier for Housekeeping to collect recyclables across campus.

4. Planning steps & timeline to implement:

*List out in bullet format each of the steps involved in planning.*

- Oct. 2016-Jan. 2017 – Science & Engineering pilot program new bin study and data analysis, with Deidre emptying the new office bins.
- Jan. 2017 – Science & Engineering employees became responsible for emptying their new office bins.
- Summer 2017 - Plans made with Housekeeping to purchase office bins for the whole campus.
- September 2017 - New office bins and information sheets distributed across campus. Campus-wide email sent with information sheet.
- January 2018 - New sets of hallway bins purchased and distributed across campus.
- February 2018 – New recycling and waste informational signs posted across campus.



- March 2018 - Four new recycling dumpsters provided by Somerset County to accommodate increased recycling.

5. Resources and stakeholders involved

*Explain what budget or in-kind resources where needed, what if any campus dept's or groups supported the effort, what staff or volunteers were involved.*

Stakeholders: Environmental Science Professor Emilie Stander supervised and paid student intern Deidre Supple. Sustainability & Energy Coordinator Sue Dorward (Facilities Dept.) supervised and paid RecycleMania intern Griffen Hurt. Assistant Facilities Manager Philip Weaver and Housekeeping supervisor Nely Diaz were involved in purchasing and rollout. Housekeeping staff helped distribute the new bins (and no longer have to service office bins). The Spring 2018 ENVI102 class studied the hallway recycling bins. Griffen Hurt posted the new signs (in new sign holders mounted by Facilities staff) and studied the campus dumpsters during RecycleMania.

Budget:

Expenses

\$3,802.16 for 333 office bins  
\$6,518.42 for 27 hallway bins  
\$600 for 100 sign holders  
\$490 for Housekeeping and Facilities labor (24.5 hours \* \$20/hr)  
\$2,400 for intern wages  
\$13,810.58 total

Savings

\$1,065 per year in plastic bags  
\$41,250 per year net change in labor for Housekeeping (11 hours/day \* \$15/hour \* 250 days)  
\$42,315 total per year

6. Describe the Results of this campaign component

- a. General results (*ex: attracted attention of campus president, campus paper did a news story on the event, etc.*)  
The pilot showed that with the new office bins, office recycling improved from 70% to 90-100%. (Science & Engineering employees are good recyclers.) When the new office bins were rolled out campus-wide, a few employees complained that they needed bags for their waste bins and that additional hallway bins were needed. Deidre developed a survey and opportunities for feedback and came up with a plan for new hallway bins and bags. (The bags have not yet been distributed.) The ENVI102 hallway bin data show that the campus is recycling 80-100% of the recyclables that reach the hallways. The RecycleMania dumpster data show that bottles/cans and cardboard recycling have roughly doubled from 2017 to 2018! We attribute some of the recycling increases to Housekeeping's and Facilities' involvement in rolling out the new bins and signs and the convenience of the additional recycling dumpsters, resulting in increased commitment to recycling (including breaking down and recycling cardboard). Paper recycling went down because paper usage decreased as more classes adopted online tools and a charge for excessive printing was implemented.



- b. Specific measurable impact figures, if applicable (*Ex: Reduced contamination rate 13%, Gathered 316 pledges to recycle more, etc., 250 people engaged, etc.*)

Volume data gathered during RecycleMania in 2017 and 2018 are shown below. Note that we used different yards-to-pounds conversions each year, based on numbers that RecycleMania provided under Rules each year, so for a fair comparison we give the results below in yards, not pounds.

Yards	2017	2018	% change
Paper	25.6	8.76	-66%
Cardboard	52.9	99.9	+88%
Bottles & cans	51.4	106.4	+107%

7. What would you do differently in the future?

We would include employees in the planning process so that we could anticipate their needs rather than responding to them after distributing the office bins. We would roll out the new hallway bins and bag dispensers prior to distributing the office bins.

8. What advice would you give to another college that wanted to do a similar effort?

Do it! Office recycling makes a huge difference in diversion rates, and it's easy to cost-justify through savings in plastic bag purchasing and labor. Having enough hallway bins is essential. And people really appreciate helpful signs when trying to figure out which hallway bin to use.

9. Photos and Graphics

*Please include photos and other visuals below, examples could include social media posts, posters or other graphics related to the project. Include captions where necessary.*

New office bins





Double-sided info sheet provided in new bins and sent as an email attachment

**SUSTAINABILITY**  
Waste, Recycling, and Composting at RYCC

**Deskside Recycling Bins**  
**How they work:**

When your deskside recycling and waste bins are full empty them into the appropriate bins in the hallway. Recyclables in the hallway recycling bins:  
Paper • Plastic • Metal • Batteries

**Non-recyclables in the hallway waste bin**  
See the reverse side of this page for details.

**Keeping clean**  
Food - Deposit directly into the hallway compost bin. Observe a few other important rules regarding items in the General Lab and take up residence in your office. Cleaning - The side waste bin has provided covers for easy cleaning.

**Waste reduction**  
Personal handling: Managing less waste saves time and reduces the need to empty and clean the bins. Environmental benefits: Less waste sent to landfills. To Polygiene Landfill in Pennsylvania, conserve natural resources, reduce emissions, etc.

**Sustainability goals:**  
Simply by recycling items in your office you can help RYCC meet its sustainability goals.

**Waste Awareness**  
The miniature waste bin makes recycling convenient and is also visible in order to be aware of how much landfill-declared waste you are producing each day or each week.

**Reduces Waste**  
In the Science Building alone there are 25 offices, each receiving a new 55-gal bag every 3-11 days, which amounts to 2,634-4,250 pounds, that discarded each school year - not to mention all of the recyclable items that end up in the garbage and ultimately sent to the landfill!

**Saves Time**  
The housekeeping team is excited about this new system, eagerly awaiting the time when the whole school gets on board with sustainable recycling. Approximately 10 hours each week are spent removing garbage bags from general offices on campus. The well-marked recycling bins will enable the housekeeping staff to focus on other important tasks, and no positions will be lost as a result of this change.

*Thank you for your diligent efforts in keeping Baraboo Valley Community College green.*

**SUSTAINABILITY**  
Waste, Recycling, and Composting at RYCC

<b>MATERIAL:</b>	<b>PLEASE RECYCLE:</b>	<b>WASTE → LANDFILL:</b>
<b>PAPER</b>	All Clean Paper: Office paper • Glossy paper Books • Magazines Cardstock • Newspaper Brown bags • Poster board Corrugated cardboard Chipboard/boxes (cardboard)	Uns sanitary and Coated Paper: Tissues • Napkins • Paper towels Paper plates • Paper cups (Remember the above items are compostable) Waxed paper Plastic coated paper Metallic paper (like wrappers)
<b>PLASTIC</b>	All plastic #1 2 3 4 5 7 EXCEPT for #6 (polystyrene)	Un-numbered plastic: Bottle caps • Shipping bags e.g. Polygiene • Ziploc bags Plastic food and candy wrappers Plastic plates • Cups • Plastic utensils
<b>METAL</b>	All cans: Aluminum, Steel, Any Metal	Aluminum foil
<b>GLASS</b>	Glass bottles and jars, all colors	All glass is recyclable @
<b>COMPOST</b>	Food items Non-Coated Paper	Meat and Cheese (usually) Plastic coated paper plates and cups.

New signs over hallway bins

**SUSTAINABILITY**  
Waste, Recycling, and Composting at RYCC

**PLASTIC, METAL, & GLASS RECYCLING**

**PLEASE RECYCLE:**

**Numbered Plastics:**  
All plastic # 1 2 3 4 5 7  
EXCEPT for #6 Styrofoam and #6 Polystyrene

**Thin Film Plastics:**  
Candy wrappers | Cellophane Bags | Shopkins | Ziploc | Chips

**Metal:**  
All metal items, especially cans: aluminum | steel | any metal

**Glass:**  
All glass bottles and jars, any color

**WASTE → LANDFILL:**

**Non-Numbered Plastic:**  
Bottle caps | Utensils | Plates  
Styrofoam cups & packing material  
No Plastic cups, coffee lids, etc.

**Thin Film Plastics:**  
Candy wrappers | Cellophane Bags | Shopkins | Ziploc | Chips

**Metal:**  
Bottle caps  
Aluminum foil

**Glass:**  
All glass is recyclable

**SUSTAINABILITY**  
Waste, Recycling, and Composting at RYCC

**PAPER RECYCLING**

**PLEASE RECYCLE:**

**Clean Paper:**  
Office paper • Writing paper  
Glossy paper • Magazines  
Newspaper • Poster paper  
Manila folders • Brown bags  
Colored construction paper  
Hard and softcover books  
et cetera

**Cardboard:**  
Corrugated (e.g. pizza boxes)  
Chipboard (e.g. cereal boxes)

**WASTE → LANDFILL:**

**Not Clean & Uns sanitary Paper:**  
Tissues • Napkins • Paper towels  
Paper cups • Paper plates

**Heavily Coated Papers:**  
Plastic-coated: Paper cups • Plates  
Metal-coated: Gum wrappers  
Wax-coated: Waxed paper

**Paper with Large Metal Objects:**  
Binders • File cabinet folders  
(to recycle remove the metal parts)

**SUSTAINABILITY**  
Waste, Recycling, and Composting at RYCC

**COMPOST BINS**

**PLEASE COMPOST:**

**All Food & Organic Matter:**  
Apple cores • Tubs • Banana peels  
Leftovers • Pizza crust • Cupcakes  
Cookie crumbs • et cetera

**Non-Coated Paper:**  
Napkins - clean or food covered  
Paper towels - clean or water soiled  
Paper plates - non-coated or compostable  
Brown paper bags - clean or with food

**Compostable "Plastic" Utensils:**  
It depends on who composts the item  
NO: Usually not compostable in a backyard compost pile  
YES: Compostable at an industrial-grade composting facility

**WASTE → LANDFILL:**

Certain "Food" is Garbage:  
Gum

Uns sanitary & Coated Paper:  
Uns sanitary: Tissues  
Plastic-coated: Paper cups • Plates  
Metal-coated: Gum wrappers  
Wax-coated: Waxed paper

**Plastic Items Are NOT Compostable**

Please email completed template form and supplemental documents (photos, newspaper articles, website links, etc. to [helpline@recyclemaniacs.org](mailto:helpline@recyclemaniacs.org) with "RecycleMania Case Study submission-Campus Engagement – Awareness Campaign" in the subject line. **Case study submissions are due no later than Friday, May 11, 2018.**