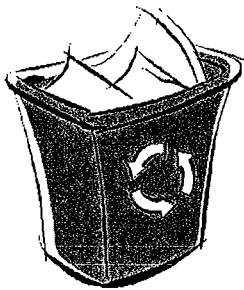


PRO P **FACT** Sheet

College/University Recycling

While recycling can be a challenge in any institutional setting, it can be especially difficult on a college or university campus. There are many different areas on campus that could utilize a recycling program or recycling bins. A few of the facilities that may generate recyclables are classroom and office buildings, food service buildings, libraries, outdoor public areas and residence halls. This fact sheet is designed to help you establish or expand the recycling programs at your college or university.

Classroom and Office Buildings



There are dozens of classrooms and office buildings occupied at all times during an average university day. Some rooms may have high recycling percentages, while others may not. One way to increase the amount of recycled high-grade white paper (the most common waste produced in the classroom) is to make recycling convenient for the students. Although a recycling container may not be needed in all classrooms, they must be adequately placed so that all students may take advantage of them.

Each office should have a paper recycling container next to each trash can and copy machine. Each desk should have a container, box or stacked tray within convenient reach. These boxes should be clearly marked with the recycling symbol.

Education also plays an important role in your program. Once the initial novelty of recycling has worn off, an educational effort geared toward faculty and staff will be crucial in making your program successful. Periodic reminders and special enhancement programs can both be used to build support for your program.

Food Service Buildings

Food service buildings may have a wide range of recyclables generated during the preparation of meals. Urge food staff to clean, prepare and separate recyclables from solid waste. Have veteran staff educate new employees on the recycling procedures in place.

Provide well-labeled containers with specialized lids for beverage containers, particularly at the entrance to the building. Dining halls, student union buildings and other common areas may also contain newspaper racks. If significant quantities of newspapers are being generated in this facility, consider placing a receptacle next to your beverage containers.

Library

Though libraries and study areas may follow many of the same procedures as classroom and office buildings, there are several unique situations that may need to be addressed. Libraries are used by large numbers of students who produce high-grade office paper both from their own notes and from copy machines. Paper recycling containers with slotted openings should be placed in convenient spots throughout the library, especially next to trash cans and copy machines. Library offices should have stack trays or boxes within reach.

Outdoor Public Area Recycling

Students, teachers, staff and visitors must walk through campus to reach their desired destinations. Along the way, recyclables may be generated and containers must be available for disposal. For best results, recycling containers should be placed right next to trash receptacles.

Recycling receptacles must be clearly labeled with both words and pictures of the materials that may be disposed of in them. Consider commingling beverage containers for more convenient disposal and easier collection. To decrease the amount of contamination, use lids that are specifically designed for the recyclables you're trying to capture.

Residence Halls

The most difficult place on campus to maintain a successful recycling program is in the residence halls. This could be due to a lack of recycling bins or the placement of these bins. A cluster of recycling receptacles should be placed on every floor of every dormitory.

Target your education program to the residents living in dormitories. Include posters, container labels, printed material for the students and extra publicity in the newspaper. Successful programs have also tried using "recycling challenge" events between floors and buildings. These competitions often encourage even the most apathetic resident to recycle by appealing to their sense of competition.

