

# **Piedmont Virginia Community College**

## **Section III –Buildings, Grounds, & Facilities Policies**

### **III– 8.0 Waste Reduction and Recycling**

Effective Date: December 2025

Last Revised: March 2026

Responsible Dept.: Facilities Department/ Vice President of Finance & Administrative Services

#### **1. Purpose**

Piedmont Virginia Community College (PVCC) is committed to reducing its impact on the environment by managing its waste in an efficient and sustainable manner. The College recognizes the rising financial and environmental costs associated with landfill waste disposal and incineration of solid waste material, which underscores the importance of effective source reduction, recycling, and waste diversion programs.

#### **2. Policy Statement**

Piedmont Virginia Community College shall maintain effective programs to reduce its waste stream. It is the College's goal to improve the diversion rate of solid waste from disposal annually from the previous year. This diversion goal will be reevaluated at the first meeting of the Sustainability Committee every academic year.

The Buildings and Grounds Department shall manage and monitor the College's waste and recycling program and shall work in conjunction with other campus entities to develop and implement education programs related to waste reduction and recycling.

Reuse, recycling, and waste reduction shall be a shared responsibility of all faculty, staff, and students, and shall require participation and cooperation with programs that are established to achieve the College's waste diversion goal.

To ensure awareness of the waste management and recycling initiatives for PVCC, the following guidelines apply:

- a) All receptacles for collecting recyclables shall be boldly marked for their purpose. A general listing of the types of recyclable materials to place in the container will be affixed to the outside of the container.

PVCC does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. View the full nondiscrimination statement and find contacts at [pvcc.edu/nondiscrimination](http://pvcc.edu/nondiscrimination).

- b) All incoming students shall receive an information page in orientation/welcome packages that highlight the College's waste reduction and recycling policy.
- c) The Sustainability Committee will maintain a website that includes waste reduction and recycling information.
- d) The MarCom Department will assist in the development of signage and literature to raise campus awareness of the Waste Reduction and Recycling Policy as well as these guidelines.

### **3. Definitions**

N/A

### **4. Applicability**

It will be the shared responsibility of the entire College to put forth a reasonable effort.

### **5. Responsibilities**

#### **5.1 Office of the President and the President's Cabinet**

The President and Cabinet ensure compliance with this Policy through providing necessary support for its implementation.

#### **5.2 Buildings and Grounds**

B&G provides technical assistance, expertise, and guidance to the campus community. Serve as a data/document repository.

#### **5.3 Sustainability Committee**

The committee is responsible for recommending policy revisions as needed. Collaborates with the MarCom Department, faculty, staff, and students to promote all components of this Policy. Request assistance from Buildings and Grounds as needed.

#### **5.4 Faculty, Staff, and Students**

Faculty, staff, and students are encouraged to understand and implement goals and objectives of this Policy. Request assistance from Buildings and Grounds as needed.

## **6. Procedures for Implementation**

Decreasing the amount of waste sent to landfills and incinerators is an important aspect of sustainability as it reduces the need for new materials to be used, reduces disposal space and costs, protects the environment, and saves energy. College operations should be designed to reduce the generation of waste, encourage the use of reusable items, and reduce the amount of recyclable materials that go into landfills and/or incinerators, with a focus on the following approaches:

### **6.1 Reduce**

- a) Consider digital vs. print to eliminate unnecessary paper and ink waste. Alternatives such as using digital textbooks, reading documents online, and taking notes online can save both money and unnecessary waste.
- b) When possible, purchase items with recycled content. Paper products, pens, and many other items offer recycled content options that reduce the need to create products with new materials.
- c) Be conscious of packaging waste by limiting purchases and requesting sustainable packing at checkout.

### **6.2 Reuse**

- a) When packaging is received, consider reusing boxes and packing materials for future outbound shipments or reuse the materials.
- b) Consider bringing a reusable water bottle or mug instead of using a disposable container.
- c) Consider reusing sheets of paper that have been used on only one side can be used for note-taking or rough drafts.

### **6.3 Recycle:**

- a) All members of the PVCC community are strongly encouraged to recycle plastic and glass bottles, cans, paper, and cardboard in designated bins.
- b) Ensure all recyclables are clean of food residue and empty of any liquids. Items with food residue such as ketchup, mustard bottles, and soup cans should be rinsed prior to recycling.
- c) Take-out containers, pizza boxes, and plastics (other than bottles and jugs) should be placed in the trash, as they diminish the quality of recycling.
- d) Plastic bags shall not be placed in single-stream recycling of bottles, cans, and paper.
- e) The Sustainability Committee will hold recycling events as needed.

**7. Sanctions for Violation of Policy**

N/A

**8. Other General Information**

N/A