

## What is STARS?

The Sustainability Tracking, Assessment & Rating System™ (STARS®) is a transparent, self-reporting framework for colleges and universities to measure their sustainability performance. STARS is administered by the [Association for the Advancement of Sustainability in Higher Education](#) (AASHE) with support and ongoing engagement from a wide variety of higher education stakeholders. STARS measures sustainability performance in four sectors: Academics (AC), Engagement (EN), Operations (OP), and Planning & Administration (PA). Each sector is broken down into credits that describe specific metrics, activities, or practices, and the fulfillment of credits accumulates a set number of points. STARS then awards a rating of platinum, gold, silver or bronze based on points. The data used to assign points are eventually made public so that institutions may compare their own activities to those of other campuses.



## History of Humboldt State & STARS

HSU has completed STARS twice before, during the 2012-2013 and 2016-2017 Fiscal Years. Completion of each report was an effort to quantify and track the University's commitment to sustainability. With the help of the Office of Sustainability, reporters from various departments throughout campus gathered and self-reported on a myriad of data relating to their respective operations and responsibilities. This collaborative effort led the campus to achieve a 14 point improvement from the first time we completed the assessment in 2013 to the second time we completed it in 2017, improving our rating from silver to gold. Access our previous reports at:

- 2013: <https://stars.aashe.org/institutions/humboldt-state-university-ca/report/2013-05-08/>
- 2017: <https://reports.aashe.org/institutions/humboldt-state-university-ca/report/2017-04-21/>

## STARS Today

Because STARS reports and rating scores expire after three years, it is time for Humboldt State to resubmit data and accrue a new STARS rating during the 2019-2020 Fiscal Year. With your help, the Office of Sustainability at HSU will facilitate a third round of STARS reporting—and this will allow us to continue comparing our progress to previous results from this assessment. STARS is also an efficient tool for identifying areas where we excel in sustainable practices and for identifying areas that need improvement, and thus provides a basis for future planning and implementation activities.

## What is my role?

Role	Responsibility
<b>STARS Liaison:</b> Office of Sustainability	<ul style="list-style-type: none"><li>• provides first tier of technical support for HSU</li><li>• facilitates tailored orientation/training for reporters</li></ul>
<b>Key Contact:</b> Department Lead	<ul style="list-style-type: none"><li>• selects a reporter to collect information for each credit assigned</li><li>• ensures reporters have time &amp; resources to collect data for each credit</li><li>• reviews and validates credit information before final submission</li></ul>
<b>Reporter:</b> Staff Member	<ul style="list-style-type: none"><li>• attends orientation session to learn about the online reporting tool &amp; STARS Technical Manual</li><li>• collects information needed to complete each credit</li><li>• provides findings to Key contact for review</li><li>• submits credit findings to STARS via online reporting tool</li></ul>

## Resources

1. Update to Version 2.2
  - a. The updated version 2.2 of the STARS reporting tool was just released and this is what we plan to use for our reporting efforts this year.
  - b. Do not use resources (Technical Manual or Excel reporting sheets) for version 2.1, which are now outdated. HSU used version 2.1 during the last reporting cycle in the 2016-2017 Academic Year.
2. STARS Technical Manual
  - a. The STARS Technical Manual contains all details about STARS credits and reporting criteria. It also contains detailed definitions and formulas explaining how points are calculated and assigned.
  - b. The Technical Manual may be downloaded in full as a PDF document or as individual credits here: <https://stars.aashe.org/resources-support/technical-manual/>
3. Data tracking sheets
  - a. STARS has provided Excel spreadsheets containing each data field for which reporters will be asked to provide information. Collating data in spreadsheets may be easier for some reporters than intermittently entering data to the online tool as it is gathered. Feel free to use this resource as appropriate, with the caveat that all data will eventually need to be directly entered into the online portal.
  - b. Data tracking sheets can be accessed under the “Forms & Templates” heading under the Resources & Support Tab at <https://stars.aashe.org/resources-support/forms-templates/>.

## Contact Info for STARS Liaison at Humboldt State

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