

Southern Miss Recycling

<http://www.usm.edu/green/recycling.php>

How It Works

1. Seven gallon cans are located in every classroom, office, and conference room on campus.
2. These seven-gallon cans will be emptied, on a daily basis, by the custodial staff and placed into the larger cans that each building contains.
3. The recycling program operator will pick up the materials from the large building cans and take them to the collection.

Help Us make it Successful!

As with any operation of this magnitude, attention to detail is crucial. The following are helpful tasks that will assist the Southern Miss Recycling

1. **Please break down all boxes and place behind the larger building cans.** Our day to day operations, in the past, have been slowed down greatly by the process of breaking down boxes. We ask the campus community to discard any styrofoam and place *flattened* boxes *behind* the large building cans.
2. **Know Your Pick-Up Schedule.** On our website, there is a pick-up schedule that puts every building on campus into a zone. Each zone is affiliated with specific pick-up days. At our private residences, if our trash pick-up is on a Thursday morning, we typically would not place our trash bins out until Wednesday evening. The same should be true for recycling here on campus. The zones and schedule can be found at: http://www.usm.edu/green/pickup_sched.pdf
3. **Don't Pile It Up!** All seven-gallon cans should be emptied by custodial on a daily basis. This constant flow of recycling should alleviate any need to accumulate large amounts of recycling at any given time. The goal is to create a synergistic flow between the campus community and the recycling operation. Allowing the system to work as designed will do just that.
4. **Shredding.** All materials collected by recycling are destroyed. This includes all documents. If a department has HIGHLY sensitive documents (i.e. FERPA, HIPPA, etc) they should be shredded either by the department using a shredder or by hiring a shredding company (most use Shred-It). The vast majority of documents can enter the recycling stream securely and be destroyed by our service provider.

The "BIG FIVE"

Most Important Details to Remember About Recycling at Southern Miss

1. Know accepted materials and your buildings pick-up schedule – we take anything other than styrofoam, glass, or food! http://www.usm.edu/green/pickup_sched.pdf
2. The system is “desk-side” – custodians retrieve and enter materials into recycling stream via large building cans <http://www.usm.edu/green/recycling.php>
3. **BREAKDOWN BOXES** before letting them leave your office (PLEASE, PLEASE, PLEASE) – cut the tape and FLATTEN
4. Don't pile-up materials. Get rid of stuff daily.
5. Shredding is the responsibility your department – some do it themselves while others hire a company such as Shred-it.

Frequently Asked Questions (FAQs)

<http://www.usm.edu/green/recycling.php>

Q: What materials can be recycled at Southern Miss?

A: Almost anything. The only items not recyclable at Southern Miss are Styrofoam, food, and glass.

Q: Where do the materials that enter the recycling stream go?

A: Our service provider is Sumrall Recycling located (oddly enough) in Sumrall, MS. The materials are processed and sold as a commodity. As manufacturers need materials, thereby influencing demand, the price received for the materials increases or decreases. In simplest terms, the recycling industry is a commodities market.

Q: Can I recycle toner cartridges?

A: Yes, very easily; just drop it in any blue can.

Q: Are batteries recyclable?

A: Regular alkaline batteries can easily be recycled by depositing in any blue can on campus. Batteries that contain heavy metals (i.e. Computer batteries) require special processing and should be taken to a retailer that accepts such batteries (Radio Shack, Best Buy, etc) or returned to the vendor from which they were purchased (Dell, IBM, Apple, etc).

Q: Who empties my blue can? How often is it emptied?

A: In support areas the custodial staff should empty materials from the small blue cans and place those items in the large blue can located somewhere on the first floor of the building. The Office of Sustainability does not dictate when or how that is done. In residence halls the students are responsible for bringing the materials from their rooms to the big can in the lobby and retrieving a new liner for their small can.

Q: I have a BIG pile of “stuff” that needs to be recycled? Do I place a work order?

A: No. When we designed and implemented the new recycling program we did away with the “pile it up and call someone” system – we now have a “trickle-down” system that moves materials from small can to large can on a daily basis. By doing so there is never a backlog and the process becomes easier for the entire campus community. Over the last few years we’ve attempted to eliminate all of these backlogs but if you have one that needs to be addressed so that the new system can take care of your needs please email green@usm.edu and we will contact you to develop a solution.

Q: Should I rinse out cans or cups before putting into my blue can?

A: Half a swallow of coke or a few drops of coffee are no big deal. Water in a plastic bottle is never a problem. Solid food is always a problem. A half-eaten piece of pizza in a pizza box invalidates the material and a half-eaten burger in a large blue can invalidates the whole can.

Q: What should we do with boxes?

A: Departments that have cardboard boxes to recycle should **break them down before placing behind the big blue building can**. If you ask the custodial staff to remove the boxes from your office please break them down first. Failing to break-down boxes adds tremendous time to the single person collecting materials from over 500 stops per week.

Q: Can I get boxes for personal use?

A: Absolutely. We keep an inventory of boxes in our storage facility specifically for faculty and staff use. Just send an email to green@usm.edu and we will establish a date and time to meet and give you some boxes.

Q: Can I bring materials from home to be recycling?

A: Yes! We'd love that. You have a few options:

1. You can put your materials in the large blue building can. If you do this please make it a regular occurrence as to not overload the can.
- OR -
2. You can bring the materials, separated, to the drop-off location in the parking lot next to the Ferlise Center on the north side of 4th street.

Q: What is the pick-up schedule?

A: The retrieval schedule can be found at <http://www.usm.edu/green/recycling.php> along with other important information about the recycling program. Please keep the schedule in mind when considering when to place your items in large blue building cans typically located in the lobby of your building.

Q: Are documents put into the blue cans secured? Are they destroyed?

A: Everything put into a blue can is destroyed in few days (once it arrives at the processing plant) but is not completely secured while in transit. Our suggestion is that departments shred highly sensitive documents (ie. FERPA, HIPAA, Soc Sec #, etc). Typically documents that do not have extremely personal information (an Empl ID is not extremely personal) can be destroyed by putting into a blue can.

Q: How do I have documents shredded?

A: Shredding of documents is the responsibility of departments. Some departments have their own shredders and shred daily. If done this way you can easily place the materials into any blue can and we will retrieve. Some departments hire a company such as Shred-It to destroy their documents on a periodic basis. If this method is utilized the hired company will recycle the materials.

Q: How do materials from the tops floors of buildings make it into the recycle stream?

A: Any materials deposited into blue cans flow from small can to large can by the custodial staff and is then retrieved from the large can by the recycling operator.

Q: Why are there no “common area cans” (i.e. Cans along walkways on campus)?

A: Simply put, to avoid a complete mess.

Research shows that cans without some type of control mechanism are used as a regular trash can by the less conscious among us (the culture of our campus has yet to develop to understand a blue can is the universal color of single-stream recycling) and once the proverbial half-eaten burger enters the can ALL the materials are invalidated. Our control mechanism is a type of ownership of the space in which the can is located. So, while some materials may be missed we ask that those who have items and are moving from one point of campus to another simply hold on to the materials until they reach their destination.

Q: Where can I recycle glass?

A: Currently the only place to recycle glass is at Target on Hwy 98 towards Oak Grove.

Q: Why is glass recycling so scarce?

A: Simple economics. Glass is cheap to make – the raw materials are abundant and the process simple. The weight of pulverized glass makes transportation expensive and the need to separate by color makes the recycling process labor/equipment intensive. Those municipalities that have glass recycling as part of their curb-side service are subsidizing the program through the service contract.

Q: What happens to the liners used in the recycling cans?

A: They are recycled along with all the materials in them.

Q: What about recycling electronics?

A: If the item in question is property of the university you must follow the procedures set forth by property accounting and /or iTech. If you have something at home you want recycled you have two options – some retailers in town (ie. Best Buy) have programs you can use OR you can wait for the area “amnesty day” and take the items to the Bobby Chain Airport. Typically this event is in October or November each fall.

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