



Recycling Guidelines

Recycling Centers

Within each building on campus, there are designated recycling centers, typically located in visible, highly trafficked areas. Recycling centers include bins for the disposal of paper, plastic, aluminum, and glass. It is the responsibility of the building custodians to maintain the centers and facilitate the removal of recyclables from the centers to designated collection points (typically located at the loading docks).

Faculty and Staff

Faculty and staff members are strongly encouraged to establish their own personal recycling areas. Individually sized plastic bins are available from central stores (ext. 3484) for such endeavors. Please be aware that all plastic, aluminum and glass can be placed in the same recycling bin as these are now considered “co-mingled” items, which will be separated at the off-campus recycling facility. It is the responsibility of the faculty/staff members to transport recyclables from their personal recycling areas to the designated collection point within each building (typically located at the loading dock). At each collection point there are two, appropriately labeled, 30-gallon blue recycling bins, one for paper and the other for co-mingled items (plastic, aluminum, tin, and glass).

Residence Hall Students

Within the lobby area of each campus residence hall, there is a designated recycling center. Students are strongly encouraged to set-up recycling bins within their own residence hall rooms. They are, however, responsible for transporting recyclable materials from their residence hall rooms to the designated recycling center in the lobby of their residence hall. The custodial staff is responsible for the maintenance of the lobby area recycling centers and the removal of recyclables from these centers to the relevant collection point.

****All plastic, aluminum, tin and glass containers, which are to be recycled, should be rinsed out prior to disposal (for sanitary reasons).**



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Note for web edition:

“Recycling centers” should be linked to page of recycling centers.

All references to recyclable materials should be linked to description of what can be recycled.