

In 2016, Wesleyan committed to reducing greenhouse gas emissions from business and commuting travel 25 percent by 2020 via the Sustainability Action Plan (SAP, see below). The most effective way to decrease business travel emissions is to reduce air travel. In the SAP, Wesleyan established four strategies in this area that we encourage everyone to consider:

1. Prioritize videoconferencing as an alternative to air travel.
2. Understand the carbon footprint of employee travel.
3. Develop guidelines to encourage travel that has a lower carbon footprint.
4. Prioritize ground travel for trips under 350 miles.

As a first step, the Sustainability Office has created a guide to help you with strategies 2-4 above with [this spreadsheet](#).

- Tab 1 (Washington example): shows the carbon footprint differences between plane, train, bus, and car between Wesleyan and Washington, DC. Travel times between each mode of travel are nearly equal. When traveling to other cities a similar distance away, travel times and carbon footprints may vary.
- Tab 2 (Your calculations): gives you the opportunity to investigate the carbon footprint of different travel modes based on an actual trip you plan to take. The chart at the bottom will automatically populate once you enter in distance data.
- Tab 3 (Background data): If you are interested in the background figures used in this spreadsheet, figures are here.
- Tab 4 (Travel decision tree): If you're trying to decide which mode of travel makes the most sense for you, you can try the travel decision tree for assistance.

This tool can be found in [Travel Expense Policy](#) as well as added to the [Travel Expense Reimbursement Form](#).

Transportation

With respect to sustainable transportation, the University has historically focused efforts on its campus fleet. Commuting and business travel, however, account for 22 percent of Wesleyan’s total carbon footprint, so reductions in car and air travel could have a significant impact.

Goal 1: A 25 percent reduction in (Scope 3) transportation emissions by 2020

Objective 3: Explore ways to reduce employee air travel

	Strategy	Outcomes	Metrics	Responsible Parties
0–2 years	Promote videoconferencing as an alternative to air travel	<ul style="list-style-type: none"> Decreased need for air travel 	<ul style="list-style-type: none"> Data collected on GoToMeeting usage Campaigns or initiatives launched to promote usage List of rooms with videoconferencing capability created in EMS 	<ul style="list-style-type: none"> Desktop Support Specialists, ITS Instructional Media Specialist, ITS Lead Video Producer, ITS
0–2 years	Publicize and create a carbon footprint analysis for different modes of travel	<ul style="list-style-type: none"> Environmental impact of air and ground travel understood Increased awareness of environmental impact of different modes of travel 	<ul style="list-style-type: none"> Cost-effective, reasonable, and lower carbon modes of travel and virtual alternatives identified Map outlining radius of reasonable ground travel distances created 	<ul style="list-style-type: none"> Sustainability Director SAGES Transportation Subcommittee
2–5 years	Develop travel guidelines	<ul style="list-style-type: none"> Environmental impact of air and ground travel addressed Reduced carbon emissions 	<ul style="list-style-type: none"> Travel types divided into different levels based on priority Routine audits of employee air travel conducted 	<ul style="list-style-type: none"> SAGES Transportation Subcommittee Director, Financial Reporting, Finance
2–5 years	Prioritize ground travel for trips under 350 miles in the University Travel Policy	<ul style="list-style-type: none"> Reduced carbon emissions 	<ul style="list-style-type: none"> New language in travel policy Changes in air travel spending by department 	<ul style="list-style-type: none"> AVP for Finance