



# JCCC RECYCLING GUIDELINES<sup>2.16</sup>

## Yes - Acceptable Single Stream Recycling Materials - Blue Bins

Containers should be clean, labels and caps okay. Paper with staples, binding or labels okay.

Office Paper	Magazines / Catalogs	Shredded Paper (bagged)	Plastic "Take-out" Containers
Newspaper	Paperboard Boxes	Aluminum Cans / Metal Beverage Caps	Plastic Cups
Mail / Junk Mail	Manila Folders	Steel (Tin) Food / Beverage Cans	Yogurt / Margarine Tubs
Advertisement Inserts	Telephone Books	Clean Pizza Boxes (or just clean lid)	Plastic Bottle Caps / Lids
Cardboard (break down boxes, set behind blue recycling bin)		#1-7 Rigid Plastic Containers	Soda / Water Bottles

## No - Non Recyclable Materials - Landfill

Laminated Paper	Photographs	Foil Drink Pouches	Paper Coffee / Drink Cups
Carrier Paper for Labels	Styrofoam / Foam Peanuts (see exceptions under Styrofoam)	Food Wrappers (chips / candy bars)	Plastic Utensils / Plastic Straws
Carbon Paper		Pizza Boxes (greasy)	Cartons - Milk / Soup
Thermal Paper / Fax, Receipts	Metallic Gift Wrap / Tissue Paper	Food Soiled Paper / Plates	Plastic Bags / Plastic Films
Padded Mailers / Tyvek	Metallic Paper / Boxes / Films	Styrofoam Cups / Dishes / Clamshells	Bubble Wrap / Shrink Wrap (see exceptions under Plastic Bags)

## Other Recyclable Items Separated Streams

### Plastic Bags LDPE

*\*Take to Specialty Recycling Stations*

#### Clean and dry bags only

Grocery / Shopping Bags / Bread bags  
 Dry Cleaning Bags / Clear Shipping Bags  
 Plastic Film on Toilet Paper / Paper Towels  
 Shrink Wrap / Sandwich Bags / Newspaper Bags  
 Bubble Wrap / Packing Pillows (deflated)

### Glass

*\*Take to Specialty Recycling Stations*

#### Food grade glass only

Drive-up Ripple Glass bin NW corner of campus

### Clothes / Small Household

DAV Thrift bin located on NW corner of campus

### Books (all types)

Recycle Outside of JCCC Bookstore in  
 designated bin or ROSE Store at GEB 212  
 Large quantities email [Recycle@jccc.edu](mailto:Recycle@jccc.edu) for  
 boxes and pickup

### Electronic Waste

*\*Take to Specialty Recycling Stations*

RC 247 e-waste cabinet collection point

*Large items or quantities contact  
Sustainability at [Recycle@jccc.edu](mailto:Recycle@jccc.edu)*

#### If it plugs in or has a battery

Batteries / Cell Phones / Phones  
 Electric Cables / Cords  
 CDs / DVDs and Cases / VHS tapes  
 Inkjet Cartridges  
 Keyboard / Mouse / Power Strips  
 Coffee Makers / Microwaves

### Computers / Monitors Printers

Contact help desk 913-469-8500, ext. 4357  
[helpdesk@jccc.edu](mailto:helpdesk@jccc.edu).

### Toner Cartridges

Contact Warehouse at  
[warehouse@jccc.edu](mailto:warehouse@jccc.edu)

### Styrofoam Peanuts

Contact Sustainability at [Recycle@jccc.edu](mailto:Recycle@jccc.edu)  
Styrofoam peanuts if bagged for transport

### Office Supplies

Take to ROSE Store at GEB 212

Common items you can find at ROSE Store  
Binders, Hanging File Folders, Manila Folders  
Desk organizers, File Holders, Greeting Cards

### Banners

Contact Sustainability at [Recycle@jccc.edu](mailto:Recycle@jccc.edu)  
Cloth or vinyl banners

### Other Materials & Services (on back of this sheet)

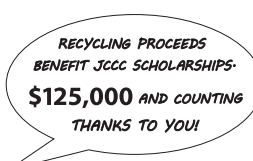
Furniture, Equipment, Surplus  
 Scrap Metal  
 Wood Waste  
 Pallets & Crates  
 Hazardous Waste

## \*Specialty Recycling Station Locations

In front of SC Bookstore, RC Nerman Atrium, CC 2, CLB 2, COM 3, GEB 2, SCI, HCA, ITC, Library Entrance.

For questions about campus recycling contact the Center for Sustainability at [Recycle@jccc.edu](mailto:Recycle@jccc.edu) or visit [www.jccc.edu/sustainability](http://www.jccc.edu/sustainability)

For questions about recycling at home go to [RecycleSpot.org](http://RecycleSpot.org)





# Campus Recycling Collection Points - Services

## CC Dock (NW)

Wood Waste  
Scrap Metal  
Electronic Waste  
Cardboard (compactor)  
Single Stream (compactor)

## SC Dock

Plastic Bags / Shrink Wrap  
Foam Peanuts  
Cardboard (compactor)  
Single Stream (compactor)

## CSB Dock

Wood Waste  
Scrap Metal  
Electronic Waste  
Cardboard

## LIB Dock (basement)

Plastic Bags / Shrink Wrap  
Wood Waste  
Scrap Metal  
Electronic Waste  
Cardboard

## Warehouse

Plastic Bags / Shrink Wrap  
Wood Waste  
Scrap Metal  
Electronic Waste  
Cardboard

## Shredding Locations

On Infoshare, search for "campus shredding locations", Xcel list available or If you have any questions about Cintas, your service, or a large volume of shredding, please contact Bruce Hines at ext. 3290 or htiruneh@jccc.edu with contact info, your location and number of boxes needed.

## Easy Office Cleanout

Cleaning out your office or have a large amount of items to get rid of? Contact Recycle@jccc.edu for a cleanout bin (or several).

**You fill it up, Sustainability Interns sort it out!**

*All Paper Products - Books - Office Supplies*

*Packaging Materials - Small Electronics - Office Decor*

*All Recyclables and anything you are unsure of that can be reused or donated to charity.*

## Moving Boxes

Fry Wagner Moving Boxes  
*Make service request*



# Other Materials that can be Recycled - Reused

## Scrap Metal

All types of metal, some attached wood or plastic okay  
Container located on south compound or contact Sustainability at Recycle@jccc.edu for pickup / disassembly

## Pallets / Crates

Pallets stacked at south compound or  
Contact Sustainability at Recycle@jccc.edu for pickup

## Wood / Landscape Waste

Container located on south campus compound  
or contact Sustainability at Recycle@jccc.edu for pickup

Screws and nails okay, remove other metals  
Lumber / Plywood / Particle Board (no plastic laminates)  
Sheetrock (large quantities call x3550)  
Paper / Cardboard / Sawdust  
Brush, Leaves, Grass, Mulch (no plastic bags)  
Wooden Furniture (broken down, some paint okay)

## Hazardous Waste (campus generated)

Contact gcook5@jccc.edu

Light Bulbs / Tires / Solvents / Fuel  
Recovered Silver / Mercury  
Motor Oil / Vegetable Oil / Paint

## Furniture, Equipment, Surplus Items

Contact Warehouse at warehouse@jccc.edu

For surplus furniture, equipment and materials to be picked up.

Surplus items are available for campus reuse for 40 days and can be viewed through Tier One auction listings or in person at the warehouse. Find out how to register on Infoshare by searching for Warehouse Central Receiving.

Campus surplus that does not get reused is then put on public auction at Govdeals.com, and things that go unsold are donated to approved area charities.

## If surplus items are broken beyond repair or use

If it has metal on it (beyond screws), please contact Recycle@jccc.edu for disassembly. These often include chairs, desks with keyboard trays or racks etc.

Broken furniture / equipment cannot go into trash compactors. Please take to South Compound landfill dumpsters or make a service request on Infoshare to have it moved.

**Don't hesitate to contact Recycle@jccc.edu or x4929 with questions on item**