

Campus Sustainability Fund

Committee Meeting Agenda

December 4, 2013 – 4:30pm – Room TBD

Agenda		
Time	Item	Presenter
4:30pm	Bylaws Discussion	Elizabeth
4:50pm	Ground Rules Discussion	Elizabeth
5:05pm	What The Committee Would Like To See CSF Become & How We Can Make It A Reality In 2014 <ul style="list-style-type: none">• New Revenue Streams• Independent Fee Exploration	Elizabeth
5:30pm	How The Committee Can Help Outreach For 2014	An
5:40pm	Campus CSF Tour For Winter Quarter & Appropriate Channels To Get Involved (First Year Programs, etc.)	Elizabeth/Graham
5:50pm	Any Input For CSF Practicum	Elizabeth
5:54pm	Budget Update In Preparation For LOI Discussion Friday	Alissa/Kayla/Elizabeth
5:56pm	Wrap Up, Questions, Critical Agenda Items For Friday	Elizabeth

- 1) Bylaws Discussion
 - a) Section 1.2: “Formulate an Annual Evaluation Process of all CSF operations”
 - i) Been different every year. Committee member did it as their capstone 2 years ago, Sunni did it last year....
 - ii) No set way to do it
 - iii) Should we change it “ensure an Annual....” Or “Evaluate CSF operations process annually”
 - (1) Add “see section 5.4”
 - (2) One year’s approach may not be as effective as the next year
 - (3) Should depend on each committee and each year ☺
 - (4) Gives us more leeway on how to do it
 - iv) “provide strategic leadership to maximize the ability of CSF to lessen campus environmental impact and to engage the student body”
 - (1) Change to: “lead campus and community outreach ...
 - v) “devote at least three hours per month, outside of meeting and retreat times, to promoting the CSF’s goals, mission, and its projects to the campus community”
 - (1) Not enforced...don’t need to take time every minute of the day to do it, but just know that as a student and a committee member, should create awareness for what we do
 - (2) Maybe don’t have time limit, but just in general
 - (a) make more vague? “make time out outside of meeting....”

- (b) But also to help people know that there is SOME time commitment
- (c) Definitive, but a suggestion
- (d) Good to not be enforced, but just so you know that more time is put in
- (3) Perhaps say “Strongly encourage at least...”
- vi) Last bullet point, strike “quarterly” and add “as requested,” as GPSS wants weekly
- b) Section 1.3: Voting members, last bullet point—Strike “Advisory” and “A” from “ESAC”
- c) Section 1.4—maybe designate some to be a Clerk or Secretary position so Vice Chair doesn’t have to?
 - i) “Vice Chair can appoint other members/staff to take minutes as appropriate.”
 - ii) Unspoken idea, but good to add!
 - iii) “At the beginning of the newly appointed Committee in the spring”
 - (1) Strike spring, add “fall”
- d) maybe add somewhere about creating subcommittees
- e) Section 1.8: “For example, each Committee member must make public all campus groups and organizations of which he/she is a member”
 - i) Do we plan to go around and write it out?
 - (1) Maybe not a written thing, but as long as you say “I feel strongly about ___ because I had certain affiliations with ___”
 - (2) Very fluid, everybody may be part of one and then change the next year
 - ii) If you feel it is swaying you one way or another, may be good to voice it during a certain LOI
 - iii) Take out this sentence, add to the end of the next sentence, “by groups which with they are currently affiliated.”
- f) Section 2.1: add end of first paragraph, add something about “Coordinators can appoint interns as they see fit.”
 - i) Instead of putting specific duties, just say above. Depending on what coordinator’s background is, and what they will need help with
 - ii) Might be good to know what Intern does, but not in the bylaws
 - iii) An was looking for outreach and design intern, b/c recognize website as thing to be focused on
 - (1) Said 4-8 hours per week, so half of An’s time
 - (2) New website up! But no new content...over winter break, new thing as moving content over
 - (3) Expressed interest in photography and blogging
 - (4) Also depends on what intern does, would be difficult to keep hours “rigid”, and what they want to do
 - iv) Don’t have to put in everything about position, but at least have something
 - (1) Would be nice to know how they are appointed, even if don’t know exact duties

- v) Also, maybe add more hours to Coordinator position, so they don't NEED an intern to fulfill what they cannot in their short hours
- g) 4th bullet point in second bullet point section of Section 2.1: "hold office hours"—not public and posted, but could do that!
 - i) Interpreting that as drop-in thing
 - ii) Make it "meet with students by appointment or during scheduled drop in hours" and make these times public
- h) Section 3.1: "The committee may elect to fund only a portion of a proposal"
 - i) Intuitive that it means with stipulations
- i) Section 3.5: Contingency fund? First two years?
 - i) Looked at excel document of what we funded....not sure where "FY13" and "CSF Contingency" money is going/came from
 - ii) Extremely flexible right now. Graham doesn't quite know what it is.... ☹
 - iii) Graham sets up charge and gives it to someone else to do, so he charges it
 - (1) Doesn't know which budget it gets charged to
 - (2) Need to specify what gets charged
 - iv) Teos's understanding is that for the first two years, wasn't quite sure all the charges needed, so this was a cushion
 - (1) Now it is more of a cushion for the end of the year
 - v) Obsolete now that two years have passed, but can be moved to other sections now
 - (1) Language to say that we want to maintain the contingency budget and not transfer it?
- j) If have written comments, e-mail Graham so he can add to it!
- k) Graham says will be finding more about a google-doc sort of thing
- 2) Ground Rules Discussion—no time
 - a) But REMEMBER TO BE CONCISE AND NOT RAMBLE/REPEAT THINGS
- 3) What The Committee Would Like To See CSF Become & How We Can Make It A Reality In 2014
 - a) Always been a question from primarily SAF but also how other groups...can we be an independent fee? Do we still have to keep getting funding from SAF?
 - b) Been talked about for ages but nothing substantially has been planned
 - i) Can we make more money and get more projects off the ground?
 - c) Different revenue streams is a good idea; if we want to grow the fund we need to find more ways to get money!
 - i) Unless have a strong case, won't grow much, but no guarantee we WILL keep growing; could change year to year
 - d) Subcommittee around these issues? Sit down and address specifically?
 - i) Could take it miles beyond from the 0 we are at now
 - ii) Just need focused thought
 - iii) Ie independent fee like STAR system?
 - iv) On the minds of other committees that are appointing us....rumors are flying around and we don't have answers to them!!
 - e) STAR system is not that complicated but rather bureaucratic, but also people might be able to opt-out and thus we would NOT get money
 - i) Bit of both?

- f) Campus Sustainability Fund Sustainability Committee: Subcommittee is now created: Teos, Chris, Natalie, Alissa, Kayla
 - i) [AM I MISSING ANYONE???
 - ii) Goal: have something ready by next retreat?
 - iii) Feel free to contact Graham and An for meeting space, etc.
- 4) How The Committee Can Help Outreach For 2014
 - a) Earth Day is in Spring quarter, and want to plan with Earth Club, SEED, etc.
 - b) Want Earth Day collaboration effort sometime in Winter
 - c) Last year for Earth day did restoration event near McCarty Hall
 - i) Live music, gave out tote bags and water bottles
 - ii) Worked with Society of Ecological Restoration (SER)
 - d) Earth Day this school year?
 - e) Continue to conduct outreach presentations
 - i) Started googledoc of classes/RSOs that have been presented to, and want to present to
 - ii) People have expressed interest; need to delegate to which groups people speak to
 - iii) Don't know how it sounds or works? Ask An and go to a presentation with her!
 - iv) Look into graduate interest groups?? –Elizabeth
 - (1) Several An found! But Urban Planning, etc.
 - v) Look into First Year Programs??
 - (1) Purely fall quarter thing, so maybe build something for future FIGS, etc. next quarters
 - f) Help LOIs draft full proposals
 - g) Reaching out to existing projects for updates, photos, meetings, etc.
 - h) Planning CSF Tour; Tour for Practicum
 - i) Designing Swag—discuss what you want to see
 - i) Beanies? More water bottles?
 - j) Continuing website work
 - k) Everyone like and share CSF things! IT IS ALL ONE WORD ON FACEBOOK UWCSF
 - i) And make status updates about LOIs and such about how excited you are
 - l) Let us know what we can do to help you An!
 - i) This has been the highest ask since our...birth ☺
- 5) Campus CSF Tour For Winter Quarter & Appropriate Channels To Get Involved (First Year Programs, etc.)
 - a) Tour run on us!!
 - b) Will look at our doodle for daylight hours that work for all of us
- 6) Any Input For CSF Practicum
- 7) Budget Update In Preparation For LOI Discussion Friday
 - a) Budget subcommittee has met once
 - b) Come winter we will so SO READY YEAH
 - c) Re-worked some numbers because it is our money and project money
 - d) Adjusted enough now...we have **\$258420 FOR THE WHOLE YEAR**
 - i) With LOIs, we are not giving money away, just saying we want to see it

- ii) We COULD spend it all and work ourselves out of a job...
 - iii) Choose which ones we like the best and see what happens....
 - (1) Is this REALLY what you need?
 - (2) Think of it that you only have half, just as a rule of thumb
 - (3) In the LOI stage we can say we like your project...but cut __. We have such power.
 - iv) People have come and said they are not ready to submit this one, so we should keep money....
 - v) Can always tell them it was good but in comparison to current ones not the best; apply next round again!
- 8) Wrap Up, Questions, Critical Agenda Items For Friday
- a) LOOK OUT FOR A [nasty] DOODLE POLL FOR WHEN WE WILL MEET NEXT QUARTER!!
 - b) COME PREPARED CSF COMMITTEE!!! GO US!!!
 - i) We can ask questions and comment about things
 - c) Congratulations to Elizabeth on making her brownies from scratch (!!). People were very impressed. Yummy. 'Tis now a requirement for Elizabeth to make brownies every meeting. Mmmhmmm.