

Campus Sustainability Fund

Committee Meeting Agenda

Monday April 14, 2014 - 4:30pm - HUB 238

Agenda		
Time	Item	Presenter
4:30pm	Approve 4/7/14 Minutes	Elizabeth
4:31pm	Approve 4/14/14 Agenda	Elizabeth
4:32pm	BAGZ	An & Natalie
4:37pm	Update: SAF Meeting on 4/11/14	Chris & Kayla
4:47pm	Discussion: CSF Impact Evaluator Proposal	Committee
5:07pm	Discussion: Skeletal Committee	Graham
5:20pm	Update: UW Sustainability via ESC	Elizabeth & Natalie
5:25pm	Wrap Up, Next Week's Agenda, Adjourn	Elizabeth

- 1) Approve 4/7/14 Minutes—APPROVED
- 2) Approve 4/14/14 Agenda—APPROVED
- 3) BAGZ [This is a purposeful typo in recognition of Graham's love of Zs whenever possible.]
 - a) Will use them on Earth Day for participating in our activities and the restoration event this Saturday
 - i) 10 am-2 pm RESTORATION EVENT BE THERE
 - b) Natalie will be our Go-To Designer ☺
 - i) YEEEEH AWESOME GRAPHIC FOR OUR NEW BAGZ
- 4) Update: SAF Meeting on 4/11/14
 - a) Missed GPSS one, but saw the Q Center presentation
 - b) Pretty formal in how they acted but not necessarily how they dressed, in the Big Board Room "towards the end"
 - c) Recommend to review SAF's website to see who everybody is
 - i) Update: I tried to look them up but they don't have a page of who is on the committee. <https://depts.washington.edu/safcom/>
 - d) They had 3 people
 - i) Project coordinator and 2 "support staff" (?)
 - ii) Not that many stakeholder representation
 - iii) At the table, there is room for about 5 people
 - e) SAF sat around the entire table with the presentators on the opposite side
 - i) Everyone had the booklet that was submitted; they were very good at flipping to specific parts and quoting sentences
 - ii) SO EVERYONE KNOW THE REPORT, maybe have a copy
 - iii) Bring whatever numbers we can
 - (1) History, numbers, total asks

- f) They didn't have a Powerpoint Presentation, but probably had the capabilities. Better if had an additional handout?
 - g) Pre-occupation with mentoring programs?
 - i) Intriguing thought for us to do...
 - h) The Q Center was looking for increased funding, specifically for a third staff member. Not having seen the increase it represented, it seemed like they were focused on why they need this person, what has changed, the position's purpose, etc.
 - i) Depending on who comes with Graham/Elizabeth, we will plan a meeting so we know who is saying what, we are to-the-point, organized
 - j) Tomorrow we will get a send-out about who would want to help and be there, plan what we say, etc. **KEEP A LOOK OUT BOYS AND GIRLS ☺**
 - k) Thank you Kayla and Chris for going!!!! You are the BEST
- 5) Discussion: CSF Impact Evaluator Proposal
- a) We are definitely going along with this way, so we just have to edit it!
 - b) Recall: We were wondering if we want to spend our CSF money on this. It originally was a small project, but we wanted to make it a large project consideration
 - i) Graham met with Megan, and they decided to try this first
 - ii) To fund an intern, we would be the supervisor, and she would figure out the process
 - iii) She has taught several courses on the program on the Environment, so might even have someone in mind.
 - (1) She teaches the Sustainability Studio; and was on the CSF in our early years!
 - iv) Examples of us getting funding from F2:
 - (1) Patrick teaching the Grant Writing Practicum, paid for by the Program of the Environment
 - (2) Sunni had a position to do a bunch of case studies with departments to streamline the project flow process
 - (a) Collected information for potential project ideas
 - (b) Collected "Department Contacts" information
 - c) This new intern is like a natural counterpart to the "Department Contacts"
 - d) F2 has funded much bigger amounts than the \$2834 we are asking for
 - e) At last, Our Thoughts:
 - i) Is it okay that it is not terribly detailed?
 - (1) Yes it is okay! Unless we have something specific we would like to see! It was pretty broad when we applied for Patrick's Practicum position
 - ii) How do we adequately have oversight over this project, so we get what we want? As Megan/the intern will be making up the questions, etc.
 - (1) If everything goes through, we would want to see a lot of back and forth between them and us. Didn't sound as seamless as we would like it to be
 - (2) A person who is not on the committee is planning, interviewing, etc.
 - (3) Maybe add something to the Weekly schedule, week 1 and week 5 (?), meet with CSF committee to make sure we are getting what we want.

- (a) Skeletal Committee can work on it ☺
- iii) In the past project proposal, the focus on the study was going to be the impact of the CSF on the UW Community, but this seems more to be the student-faculty relationship
 - (1) "...will seek to quantitatively and qualitatively assess completed CSF projects in several categories..." so we should be okay!
 - (2) With the change in time, money, etc., it makes sense
 - (3) If they can check with us, then it should be okay so we can guide the intern to what we hope to see done
- f) It is a pretty quick turn-around, so we should know by the middle of the quarter if we got the funding or not!
- g) How will the intern be hired?
 - i) Megan had at least 2 or so leads, but they haven't actively been asking her
 - ii) She might approach some folks, but otherwise it might be an open hire
 - iii) Or we could make suggestions if we know what we want
 - iv) Doesn't need to be in the proposal, but if there are feelings, it wouldn't hurt. But as long as we find someone who will do a good job!
- 6) Discussion: Skeletal Committee
 - a) Change: Title "Summer Committee" instead of "Summer Service"
 - b) "up to 4" because that gives us at least quorum. But does that mean quorum is 4 for the summer?
 - i) If we are demanding 4, we might be tying our hands behind your back
 - ii) Maybe operate as an executive committee, so quorum rules would be suspended?
 - iii) If EVERYONE can meet, why not? So it might be nice to have extra people anyway. So "at least 3" would be best
 - iv) But if quorum doesn't matter, can we have people on Skype or something, if they are on the East Coast but are available?
 - (1) Yet it has to be an "open" meeting, so maybe if we have at least 1 person who can have a laptop or phones
 - (2) IE one person promises to be grounded every month, which should not be difficult to plan
 - c) "monthly meetings"
 - i) Add "be available by email"
 - ii) [but remember to vote, one must be there in person]
 - d) It is NOT a full-year term; Autumn to Spring, a small break, and then a bit into the Summer. It would NOT obligate them into the next academic year.
 - i) ~Graham called it a committee on "Life Support" [so sad]
 - e) Add some caveats:
 - i) Cannot change Bylaws
 - ii) Spending discretion is limited to contingency fund balance OR at the end of each academic year, the Committee decides on a certain amount and then that is all they can spend in the summer
 - (1) Although this is more about scope change
 - (a) Ie if instead of using an old shipping container, using a "log cabin" ~says Graham

- f) And of course one can come back and help out if one wants if one is graduating.
 - i) But it might [due to UW policies] disqualify one because one is not a 'student,' and disqualifies one's vote on money-voting issues. But one can be an advisory position.
 - ii) But said person voted on all these projects as a student, so it might be spending or taking money back...hence, does it really change anything if you are voting?
 - iii) Thus: We need to look up policies and make sure we are following protocol.
 - (1) Every committee is different, different ages, different abilities to participate over the summer—might be best to be vague?
 - (2) We are writing for us, and basically know who will participate in the summer. So if it works or not, we can at least go back each quarter and make sure the Bylaws are correct
 - (3) Perhaps try something this summer, and then next committee can discuss and revisit what is needed
- 7) Update: UW Sustainability via ESC
 - a) Discussed Undergraduate Sustainability Literacy Course
 - i) 2 requirements to fulfill by creating it
 - ii) Been looking to student portion of the group to get an idea of what kind of content and faculty they want teaching
 - iii) Trying to compile list if they have had great work in Sustainability, or inspiring courses
 - (1) If you know of anyone, let Natalie know!! And/or also ask your friends!**
 - b) Ways to implement Climate Action Plan Survey results
 - i) Measured changes and knowledge of changes
 - ii) Will be finalized in June
 - iii) Hired someone, Roel Hammerschlag, to gauge how energy is used, and created a chart
 - (1) Picked top ways that efficiency can be increased, and committee is told about progress
- 8) Wrap Up, Next Week's Agenda
- 9) Adjourn
 - ~5:30 PM~