
Not Present: Kandi Bauman, Mabel Edmonds, Michelle Hillesland, Sam Parnell, Linda Ricks, and Michael Taylor.

Welcome/Introductions

Dan Smith called the meeting to order at 2:06 p.m.

Approval of Meeting Minutes

Dan asked the members to review the meeting minutes. Josie Meyer made a motion to accept the meeting minutes as presented. Wayne Bridges seconded motion. The motion carried.

Report on Staff Meeting Presentation

Josie thought the presentation went well. She had some feedback and new information for “Sustainability in Action.” There was constructive feedback on why we were handing out paper, which is a good point, but it was too late to have people write something down right at the time.

Josie suggested that we might consider the president’s survey results on renaming the All Staff meeting and requesting cookies and water. The committee might want to approach him if water is going to be served and tie that into the reduction of plastic water bottle campaign. There was discussion about purchasing stainless steel water bottles for faculty and staff and distributing them at the meeting, which reduce the number of plastic water bottles in our landfill. Josie will check with Cherie Steele to find out the direction for the meeting.

Report on Sustainable Practices Info for Sustainability in Action

Josie reported that the first “Sustainability in Action” was sent out, and we received feedback.
Assign a Work Group to Create an Annual Report

The committee needs to create an annual report of progress made in the last year. It will be an official report of what has been accomplished that will be used in reporting to the College Assembly, the college’s president, and the Instruction Department for accreditation and Achieving the Dream. Christine Campbell and Dan volunteered to meet and draft the report.

Create a Work Group to Conduct a Survey on Computer Lab Usage

Debbie reported that Michael Taylor was hoping to find gaps of when computer labs are not being used, so the computers could be shut down, and the college could realize energy savings. The committee will follow up with Michael regarding the energy conservation campaign. Josie volunteered to send out the email reminder to All Faculty and Staff to power down their equipment and shut off lights for the Thanksgiving break.

WORK GROUP REPORTS

Curriculum – Christine Campbell

Andy reported that in June Mabel met with Andy, Dan, and Wayne. She asked the faculty to work on the curriculum package that could be available for faculty across the campus. Andy, Dan, and Wayne have been working independently and focusing on a larger 3-credit sustainability course.

Mabel told the committee that Christine and Jamilyn Penn would facilitate the curriculum development and approval process. Andy worked with Kelley Meeusen to create a Canvas shell, which is called Sustainability 101. Andy will contact Kelley to see how Jamilyn and Christine can observe the course that has not been published yet.

Governance – Josie Meyer

Brainstorm to Name Actions in the Sustainability Strategic Plan

Josie reported that the draft Sustainability Committee goals were aligned with the college’s strategic plan. The Sustainability Work Group decided that the larger group, the Sustainability Committee, could brainstorm the actual activities for achievement of the goals for this year and possibly and farther into the future. In the interest of the time it would take, the committee decided to table the discussion and resume at the next scheduled meeting.

Bylaws are another governance item, and Josie volunteered to set up bylaws using another committee’s bylaws as an example. Bylaws are the rules on how we conduct the meeting, how we get members, how we appoint a chair person, and how often the chair rotates.

Phil Terry suggested that we get some buy-in by the college’s new leadership. The committee talked about getting input from the President’s Office regarding direction for the Sustainability Plan and goals. The committee plans to continue moving forward and creating the plan for the year. It was suggested that the goals should be measurable.
Next Meeting/Next Steps

Continuing Projects and Action Items

1. Curriculum Development – Andy, Dan, and Wayne
2. Curriculum Approval – Christine and Jamilyn
3. Draft Annual Report – Christine and Dan
4. Draft Bylaws – Josie
5. Sustainability in Action – Josie
6. Water Bottle Campaign – Josie
7. Investigate through Cherie Steele the best way to report out to Dr. Howard – Josie

The next meeting is scheduled for December 5 at 2 p.m.

Adjournment

The meeting adjourned at 3:02 p.m.