

\*\*Note: Full discussion is listed below all highlighted agenda items

SIUC Sustainability Council

Monthly Business Meeting

Wednesday, October, 21<sup>st</sup>, 2015

Agenda

1. Call to Order

Members Present: Cami Sockow, Deb Sarvela, JD Tanner, Karen Stallman, Vicki Kreher, Jerrica Jordan, Geory Kurtzhals

Members absent: Leslie Duram, Yanna Liang

Others present: Anna Spoerre (DE reporter and student), Austin Nunn(Sustainability UGA and notetaker)

2. Approval of Minutes

a. September 16, 2015

Minutes were “approved” but there was no motion to approve them, will decide on Nov. 4<sup>th</sup> meeting.

Geory asked to include the minutes were incomplete during the Sep 16 meeting

Leslie added her comment in the minutes was to make sure students did **not** present after receiving funding through travel award, only to submit a small report.

3. New student council member (5 min) –How to allocate new student and by when

a. Past precedent?

b. This semester or asap

i. Quick or extensive search

c. Marketing (internal vs external)

d. Suggestions

Have not replaced the student. Take applications? Someone before Green Fund renewals & to be a part of it. Only have recurring applications. Reapply every year, apply in the Spring, process & hire in the Fall.

Cami: Decide how to fill the student spot.

Jerrica: Open it now for a new student in Jan. 2016.

Cami: Move to open for a spring semester job & have them reapply for Fall.

Karen: **Move to open applications, cut off early Dec. Have student begin in the spring.**

**J.D: Review by Dec. 9<sup>th</sup>.**

**Unanimous. (5 mins.)**

4. Notetaker (5min)—How to allocate student notetaker

a. Suggestions

Karen: How long can Austin stay?

Primary spot to take notes, not someone to really participate in voting, etc.

**Karen: Moves that Austin takes notes as long as he can.**

**Unanimous. (7 mins.)**

#### 5. Duties of Chair and GA role (10 min) – Start discussion of the role

a. Always have GA the chair? Office Intern?

b. Committee?

Cami: Is the Chair role too much for a volunteer? Students have lots of work. Position takes lots of time & work. Not for new members/GA's. Starting a committee with council, coordinator, Chair.

Geory: Should the Chair have GA hours in the office?

Deb: GA's are questionable to continue.

Cami: Her spot is paid by the Green Fund so her position will always be filled.

Deb: School can still decide to take away GA position.

Karen: Needs to be a separation.

Cami: Internship (?) with the office. Meet with the coordinator once a week, twice a month, etc.

Karen: think of a model of the coordinator as the Chair. Council would serve as the advisory group to the Coordinator. Have a Director in accordance with the Coordinator/Chair in long-term.

Cami: Chair is student's opportunity to lead.

Deb: Previous boss/Chair decided position should be a student for experience.

J.D.: Needs to be stability for the Council.

Deb: Constant rotation of students causes problems.

J.D.: Student decides to not hold position & may not show up as often or at all.

Karen: Hold continuity with a non-student.

Vicki: Students can contribute new ideas from classrooms & Chair provides great experience.

Karen: Same can come about from a Student Council member.

J.D.: Lot for a new student to take on, goes silent for weeks or months.

Jerrica: Chair of Green Fund committee, but not Council. Provides experience, but not as much responsibility.

Karen: Asking Geory's thoughts based on experience.

Geory: To move things forward, makes sense to have the Coordinator to lead the Council & have the advisory group. Have students thoroughly involved. Student to have Chair of Green Fund Committee has lots of opportunity. Strategically, professionalism of Coordinator is good for Chair.

**Jerrica: Moves to have Coordinator fill Chair position.**

**Unanimous.**

Cami: When does this take effect? Have effect next Fall? Position helps her in many ways.

Karen: Assigning Cami to Committee.

**J.D.: Helpful for Cami to stay Chair until Geory feels comfortable in SIU. Moves to allow Cami & Geory to discuss when the transition of Coordinator & Chair are to switch.**

**Unanimous (13 mins.)**

**6. Relationship between Council and Coordinator (10 min)- Decide on a committee or full discussion**

**a. Committee?**

J.D.: Have a few big projects, such as promote recycling. Have the group be advisories to council.

Karen: Agree that if Geory becomes Chair, have the Council be advisories to Geory.

Geory: Agree with J.D. Perhaps as we go through operating papers, new discussions will arise.

**Cami: Table the discussion until Chair situation is resolved.**

**7. Operating Papers (35 min)—Decision of shared Google Doc, approve changes for Article 1 and 2, deadline for Operating Papers**

**a. Shared Google Document? 365? (10 min)**

**i. Managing the document**

**1. Only edits? Decide via email, in meeting?**

**b. Article 1- Mission (10 min)**

**i. Does our mission match our current set-up (having a coordinator, sustainability office, etc.)**

**c. Article 2- Responsibilities (10 min)**

**d. Discuss deadline for changes to Operating Papers (5 min)**

Jerrica: Advertising Green Fund?

Geory: Advertising has begun.

Cami: Revamping the Drive to make it easier to use for sharing papers/documents. (show example on projector) Click on Council Operations, Operating Papers, 2015 Edits. Should we use shared documents to make changes? Eric Wilbur was last to make changes in 2014. Click on document & shows all changes Eric made that were not approved. If this route is decided, then use Drive to suggest edits for certain people to decide to make those changes.

Geory: (show example of how Drive works)

Cami: If multiple people have different thoughts on same edit, reply to original suggestions.

**Jerrica: Moves to use Google Docs.**

**J.D.: Moves to make corrections to Docs & have suggestions rather than edits.**

**Unanimous**

Geory: Can also print out & make handwritten notes/suggestions.

Cami: Let her know if help is needed.

J.D.: Plus for Google Docs is that the document is always there & accessible.

Karen: How do edits get decided?

Cami: Have edits decided by Nov. 18<sup>th</sup>.

Geory: Going through all suggestions & comments on the same day would be time-consuming.

Cami: To make things easier, send out deadlines for each article.

**Geory: Comments could lead into discussions/agenda items for meetings. Set a deadline for a week before a meeting? Ex. Article 1-2 would be due by next meeting.**

**Cami: It's decided that Google Docs will be used; her & Geory will discuss deadlines. Large deadline as the Operating Papers as a whole. When should be sent to Chancellor?**

Karen: Ask Lory to find out when she wants them.

Geory: to talk to Lory.

Deb: How to access Drive.

Cami: Click on block by name in upper right corner, click Drive, click on Shared with me, click on Sustainability Council, click on Council Operations, Operating Papers, 2015 Edits.  
(18 mins.)

#### **8. Green Fund Workshop (10 min)—Solidify date**

a. What has this looked like in the past, what do we want it to look like?

i. Members of council participate?

ii. Sustainability Office host?

b. Date (Early Spring?)

Last workshop was done last spring, Deb & J.D. were not present to see.

J.D.: Problem is that people are unsure what to do.

Geory: Workshop for those applying, but required workshop for those who got the awards.

J.D.: That was workshops original purpose, those had to show up or they do not get the money. But was not enforced.

Deb: How to prepare application & What to do afterwards workshops.

Geory: Set date & time on applications at the beginning of the year. Mandatory What To Do workshop. Proposal is already set, but in the future definitely set & enforce workshops.

J.D.: Backup plan for when people leave?

Cami: List additional people in case someone leaves? Decide today on workshops or discuss?

**Karen: Sust. Office to discuss workshops. Moves that Office sets dates & plans workshops. Unanimous (12 mins.)**

#### **9. Sustainability Office update (10 min)**

Geory: Present updates at each meeting. Completed needs assessment from the Stars Framework. Share plans with whole university. Communicate critical issues identified by her & Lory. Lack of education around Sust. By students & faculty. Evidence has shown that students & families do think about Sust. When choosing a university, people are aware. As are employers. Other issues, define Sust. At SIU & create an identity. Need for a campus-wide cultural change so people see their day-to-day actions in a sustainable way. Ambiguous relationship between Council & Office. Working on a dedicated group to write initiative. Working with many different organizations for collaboration & building connections. A sort of leadership program for Housing involving Sustainability. Long-term waste management strategy. What do we want land fill programs to look like? Need for Sustainability leadership in academics. How does Council help with that? Budgeting questions for these long-term projects that will take time to determine.

Activity updates: Recycling at tailgating. First game we diverted 1,140 lbs. of recyclables from the landfill. Second game was 440 lbs, yet rate went up 15%. Participated in Harvest

Fest. Cami has worked on Film Series, two films left this semester. Zero waste has been in discussion. Introducing it to Student Affairs & Dawgs Night Out at Rec Center. Reached out to LLC Going Green Committee. Potentially collaborating with Keep Carbondale Beautiful for America Recycling Day Nov. 15<sup>th</sup>.

Current balance to date: \$171,956.

Cami: Website is being updated, little by little.

Geory: Peter Lemish from Mass Communications has a group helping to improve website & social media. Will help with outreach to students.

(11 mins.)

**10. Other business? (5 min)**

J.D.: Decision on Coordinator/Chair situation?

Geory: Prior or at the meeting?

Anytime

**Karen: Moves to adjourn.**

**Unanimous.**

**11. Adjourn- next meeting November 4<sup>th</sup>, 3pm. Activity Room C.**

**Karen: Moves to adjourn.**

**Unanimous**

**Meeting adjourned at 4:20.**