

Sustainability Council Meeting Agenda

Tuesday, June 13th, 1:00 PM – 2:00 PM

Microsoft Teams

1. Call to Order:
2. Members Present:
3. Welcome Israel Ruiz, our newest Sustainability Council student member! Would everyone quickly go around, tell us your name, major if you're a student, school if you're faculty, and department/program if you're staff.
4. Questions before we begin?
5. Approval of Minutes: N/A –Green Fund minutes will be posted by next council meeting.
6. Brief overview of what's happening at the Sustainability Office
 - a. The Sustainability Hub Team
 - i. Rezoan Ferdous – Graduate Assistant – 50%
 - ii. Bharathi BumiReddy – Graduate Assistant – 50%
 - iii. Deena Vanga – Graduate Assistant – 25%
 - iv. Pukar Bhandari – Graduate Assistant – 25%
 - b. Projects
 - i. Website updates
 1. Sustainability Council -faculty vacancy
 2. About Us
 3. Participate
 - ii. Celebrated World Environment Day – June 5th
 - iii. Summer Session Welcome
 - iv. Ink Toner Sharing Program update
 - v. Planning fall workshops (United Nations Day, Sustainability Day, and Recycling Day planned so far). Exploring workshops. Would like to collaborate with council and other areas on campus.
 - vi. Updating presentations and environmental trivia games
 - vii. Updating green guides – bike guides, recycling guides.
 - viii. Brainstorming fall films and guest speakers
7. The Green Fund Grant Awardee Workshop
 - i. What was done in the past? Workshops were in person. (See pages 3-5)
 - ii. Ideas:
 1. Virtual?

- a. Who will present from the council?
 - 2. Self-paced orientation?
 - a. Prerecorded workshop?
 - b. Provide a document with details and have awardees sign and send back with awardee agreement?
 - c. Other ideas?
 - iii. How long should the workshop be?
 - iv. What content should be covered?
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8. GF Extension – Saluki Recycle Your Bicycle (sent previously)
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9. Dawgie Bag Final Report - (sent previously)
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- 10. Standing items that will be on future agendas; we will not have time for them in this meeting**
 - a. Sustainability Council
 - i. Existing Sustainability Council roles, responsibilities, and operations
 - 1. Vacant seats (1 Faculty)
 - 2. Review and discuss operating papers (some updates required)
 - 3. Establish notetaker and vice-chair
 - 4. Council ideas for projects?
 - 5. Sustainability Council Activities - Foundation account
 - ii. Establish Green Fund committee
 - 1. **Consists of 3 students**, 1 faculty, and 1 staff member.
 - 2. Green Fund Committee Chair: **Student**
 - 3. GF Chair is responsible for running the funding rounds.
 - a. Send out call for proposals
 - b. Organize workshops
 - c. Answer questions of potential applicants
 - d. Send notice of receipt to applicants
 - e. Manage the spreadsheet used to track that round of funding
 - f. Coordinate the sending of rejection/award letters.
 - g. Set meeting dates and agendas
 - h. Run meetings
 - i. Run greenfund@siu.edu
 - j. Report GF activities to the Council
 - k. Communicate with the Fiscal Officer & Director to manage GF allocation

- I. Designate a notetaker for meeting minutes, particularly for accepting or rejecting proposals.

- b. Fiscal updates: Green Fee account
 - i. Balance update

11. Larger picture:

- a. What did we do well in the past?
- b. What do we want to focus on in the future (Sustainability Office / Council)

12. Establish next Meeting dates

- a. Council will establish meeting dates. Typically once a month during fall.

13. Other items?

14. Adjourn

Sustainability Council Meeting 6/13/2023 1:00pm

Council members present (Kevin Clark, Dr. Roohallah Khatami, Israel Ruiz (disconnected during meeting), Kris Marshall, Elizabeth Donoghue) Director Present (Aimee Lemrise)

Sustainability team (What's New)

-4 GA's in office (90 applications, mostly international students applied)

Passed out cookies Monday to start the summer session.

Ink cartridge/toner program (Staples)-Inventory needed to assess what's needed and no more UPS pickups. Once a month reward given for exchanges-rewards given to GA's/students

Workshops for fall-(Collaborate with council, more recycling guides, fall film ideas)

Input from council members:

Kevin Clark (Flexible for summer, lean toward in-person for fall)

Kris Marshall (Virtual/Flexible for summer + modules and agreement form at the end to sign)

Aimee Lemrise (D2L shell to put items included and modules for people to complete)

Elizabeth Donahue (Timeline for shell done by 4th of July-if possible)

Council member Clark and seconded by Marshall and Donoghue suggested using PowerPoint as acceptable format for modules.

Complete workshop the first round of funds will be disbursed (**Council members agreed**)

Green Fund Grant Workshop Requirements

- Mandatory
- Promotion/advertising
- Reporting
- Reimbursement

Recycle Bicycle Program-Wants to extend their timeline (More time needed, 1-2 year) (**Council agreed to extend**)

Aimee Lemrise-Approached by former faculty member (Dr. Karen Midden) about funding for the upgrade to the green wall. Need to upgrade other green projects on the green tour (TLC needed and money)

Dr. Roohallah-Potential candidate for open faculty member council slot, will reach out to Dr. Shin in ENGR and solicit interest and refer to apply

Motion to adjourn, motion properly seconded

Adjourn meeting at 1:33pm