Sustainability Committee Meeting

April 10, 2014

Members present:

Linda Kieffer
LeeAnn Case
Judd Case
Lauri Morley
Don Richter

Earth Day Review

Review of the activities scheduled for Earth Day 2014, April 22, 2014. A full schedule is available at:

http://www.ewu.edu/about/administration/business-finance/sustainability/earth-day

Event will run from 9am-2pm. The EWU Sustainability Committee will host an informational table during the event. Save the date cards for the Symposium and Food Day will be available. A great brainstorming session, led to the suggestion of having a poster letting people know what and where sustainable resources are available in the community and on campus. There will be a box at the table for people to leave their electronics for recycling. Another reminder to campus will go out next week and Earth Day will be featured in 24/7 as an event.

Below is a schedule for hosting the table:

9-10am Judd Case
10-11am LeeAnn Case
11am-noon Linda Kieffer
11:30-12:30pm Don Richter
Noon-1pm Greg Crary
1-2pm TBD

Intake Forms

Linda presented the draft of the information for the intake forms.

Current projects Intake Form Fields

- Title
- Description (250 word limit, 1 photo)
• How to get involved

**Courses with sustainability content intake form fields**

• Course name and number  
• Instructor  
• Description (50 word limit)  
• Length of sustainability content within course  
• Prerequisites  
• Major requirement/General Education/Elective  
• Term offered

**Event intake form fields**

• Name  
• Date  
• Description (50 word limit, photo and web link optional)  
• Where is the event being held  
• Contact information

**How to Get Involved intake form fields**

• University Clubs and Organizations (50 word limit including contact information)  
• Community Organizations ie Master Gardeners, Land Council, Local Gardeners (50 word limit, including contact information)  
• Workgroups ((50 word limit including contact information)

Forms will be available on line. Process will be for the group or individual to complete the form, submit the form, forms will be compiled for the sustainability committee to review, the sustainability committee will approve and the information will be posted to the EWU Sustainability web site. In order to keep the information current, an annual review will be conducted for all that do not indicate an end date.

**Brown Bags/Movie Nights**

Laurie is still working with the sustainability club to propose movies, but suggests we continue to review as a group as well.

**Survey**

The committee approved the survey for employees. LeeAnn will work on the IRB process and distribution to campus.

**Logo/Approved Stamp**
There was great discussion about the logo/approved stamp, including the purpose, design and implementation. It was decided that we should contact the Visual Design Class and see if they will do a class project on our logo. Lee Ann will contact Mindy Breen to see if they can work this in to the current class projects.

**Action Plan**

We had a brief discussion about the action plans for 2014-15.

1) A major event each quarter – Fall Food Day, Winter Sustainability Symposium, Spring Earth Day
2) Movie Nights – once a quarter or every other month
3) Develop a recommendation/proposal for obtaining funding for initiatives

We brainstormed ways to engage employees both faculty and staff--- ideas: create a faculty challenge day where everyone would be encourage to incorporate sustainability into a course; propose the same concept to the staff but give an hour of release time to do something sustainable on that day.

There was discussion about how to support interconnectivity in the curricula with sustainability. Linda is going to follow up on some ideas to include Community Engagement.

**Meetings**

There were some conflicts with the next meeting, it will either be May 8, 2014 or May 15, 2014 at noon. TBD based on majority of availability

Primary topics for the next meeting will be a recap of Earth Day and faculty/staff engagement.

**Event reminders:**

- Earth Day 2014 - April 22, 2104
- Lands Council Presentation at Riverpoint – April 23, 2014
- National Food Day – October 24, 2014
- Winter Sustainability Symposium -- February 24, 2015