

Sustainability Task Force

Meeting Minutes

Date: 13-October-06

Time: 4:00 – 6:00 pm

Place: Sem II – B3105

Agenda: Introductions and Overview of Past Work; New Charge (Draft); Focus Group Interest; Campus Sustainability Day; Future Meetings.

Attendees: Nancy Parkes, Steve Trotter, Rob Cole, Karen Gaul, Kathleen Haskett, Luda Konshin, John Lauer, Lin Nelson, John Pumilio, Martha Rosemeyer, Robert Smurr.

Topic 1 – Overview of history and past work of the Sustainability Task Force.

Discussion: We started the meeting with introductions before reviewing the past work and progress of the Sustainability Task Force. Below is a brief history and incomplete history of what we covered:

- In the fall of 2005, the President and Vice Presidents created the Sustainability Task Force and charged it to recommend a long-term campus sustainability plan for inclusion in Evergreen's 5-year college strategic plan.
- By the end of March 2006, the Task Force completed a broad campus outreach program. Task Force members had face-to-face interaction with over 380 community members. These interactions captured people's concept of sustainability, thoughts on Evergreen's current situation, a future vision of sustainability at Evergreen, and ideas on how to make the transition to a more sustainable future. The results of these discussions formed the basis of our Sustainability Plan.
- By the end of spring quarter 2006, we completed our interim report which consisted of three tiers:
 - 1) *Cover Document* – a brief synopsis of major recommendations and results of our campus engagement;
 - 2) *Strategic Area Matrix* – overview of main recommendations, timeframes, and task responsibilities; and
 - 3) *Comprehensive Chapters Report* – detailed report providing rationale for each strategic area, task responsibility, and more detailed timeframes and measurables.

- By June 2006, our interim report was accepted by the Strategic Planning Steering Committee, and once approved by the trustees, will be incorporated into the updated college strategic plan. At the same time, our Task Force officially became designated as a permanent committee at the Evergreen State College.

Topic 2 – Current State of Task Force and Next Steps.

Discussion:

- Now that the Task Force is permanent and our initial charge completed, we need to write a new charge that will guide our future initiatives and help define who we are.
- We have a sustainability plan that needs to be implemented. How will we organize ourselves to best oversee and carryout this work?
- We have not reported the status of the Task Force to the Evergreen community. In general, they are unaware of our sustainability plan and have not had a chance to review it or comment on it. Furthermore, the majority of those whom we engaged are unaware that our plan was accepted and that the Task Force is carrying on with its work.

Topic 3 – New Task Force Charge.

Discussion: As mentioned above the Task Force needs to charge itself with a new objective and guiding statement. Below is an initial draft:

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Draft Charge

Charge/Purpose:

Reporting to the Vice Presidents, the Sustainability Task Force is charged to provide leadership, support, and recommendations in advancing Evergreen's sustainability efforts as specified in the sustainability section of Evergreen's Strategic Plan and in the detailed 2006 Sustainability Report prepared by the Sustainability Task Force.

The overarching function of the Task Force is to act as a coordinating body and facilitator as the Evergreen community strives to achieve its sustainability initiatives. With this in mind, the Task Force must remain flexible enough to adapt to new opportunities and changing circumstances as they arise.

Organization:

The Task Force will be structured into focus groups. Each focus group will consist of the following characteristics/goals:

- its efforts will concentrate on advancing the corresponding strategic area outlined in the 2006 Sustainability Report;
- will have a chair who will be responsible for coordinating and forwarding the activities of the group;
- will determine short-term action steps which can be commenced immediately;
- will coordinate with other focus groups two to three times a quarter during full Task Force meetings;
- at the end of each quarter (?) will submit a written synopsis to all Task Force members highlighting the focus groups accomplishments and proposed next steps.

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Draft Charge - Continued

Focus Groups:

- Sustainability Curriculum Focus Group - coordinate with appropriate faculty members, the provost, and the academic dean to develop, approve, implement, and publicize a new curricular pathway in sustainability as specified in strategic area #1 of the strategic plan. A major initiative of this focus group will be to communicate and promote to the campus and wider community Evergreen's curricular programs, course offerings, and sustainability-based projects as central to a curriculum in sustainability. This focus group should coordinate their efforts with the Communications Focus Group.
- Student Participation and Education in Sustainability Focus Group - facilitate opportunities for student involvement in the practical application of sustainability as specified in strategic area #2 of the strategic plan.
- Resource Focus Group - facilitate and offer assistance to those accountable for the implementation of resource strategies as outlined in strategic area #3 of the strategic plan.
- Communications Focus Group - to facilitate and implement the objectives and action steps as specified in strategic area #4 of the strategic plan. Additionally, this focus group should coordinate with the Sustainability Curriculum Focus Group to streamline communication and publicity efforts.
- Evergreen Land-Stewardship Focus Group - to facilitate and implement the objectives and action steps as specified in strategic area #5 of the strategic plan.
- Wider Campus Community Focus Group - to facilitate and implement the objectives and action steps as specified in strategic area #6 of the strategic plan.
- Campus Neighbors Focus Group - to facilitate the accomplishment of strategic area #7 as specified in the strategic plan. This includes providing support to strengthen the ecological, cultural, social, and economic bonds that Evergreen shares with our local community.
- Campus Spirit/Well-Being Focus Group – to facilitate the accomplishment of strategic area #8 as specified in Task Force Sustainability Report.

Discussion – Draft Charge: After reviewing the draft charge we opened the discussion to comments. The following thoughts were expressed:

- Need to better define the function and purpose of the Task Force: the charge needs to clarify to the Evergreen community exactly what the Sustainability Task Force is responsible for and what exactly is it that we are doing. For example, are we a center, a help desk, a decision-maker? Our community is unclear on this.
- Need to better define the function and purpose of each Focus Group: Should Task Force members be actively involved with more than one Focus Group? Should Focus Groups be chaired or

should they be strictly a “team” effort? The wording should express the intent of each Focus Group to use outside resources (i.e. other Evergreen community members and committees, Olympia residents, outside organizations or groups such as AASHE or the Olympia Roundtable, etc.).

- Where are the deliverables? The charge makes little mention of specific tasks to be completed by the Task Force in general or by the Focus Groups in particular. Perhaps the new charge should include one or two specific objectives to be completed by each Focus Group.
- In the second bullet point under “Organization” the word “forwarding” is unclear. Who will the Focus Group be forwarding their activities to – the Task Force, the President and Vice Presidents, the Community, all of the above?
- The Sustainability Task Force vision statement should be at the top of our new charge. In fact, our vision statement should be found on all public documents regarding the work of the Task Force.

Topic 4 – Focus Group Interest.

Discussion:

We began the initial process of determining which Task Force members were interested in working with which Focus Groups. We went around the table and each member expressed their preliminary desire to work in one (or two) of the Focus Groups.

1. Curricular Pathways in Sustainability: Rob Cole, Lin Nelson, Martha Rosemeyer, Karen Gaul.
2. Student Participation and Education in Sustainability: Luda Konshin, John Pumilio, Claude Mahmood.
3. Resource Strategies: Steve Trotter, Rich Davis, Kathleen Haskett, John Lauer.
4. Communications: Nancy Parkes, Jean MacGregor, Martha Rosemeyer, Karen Gaul, Claude Mahmood.
5. Evergreen Land Stewardship: Robert Smurr.
6. College Communities Collaboration (focusing on Evergreen’s sister campuses):
7. Campus Neighbors and Greater Community Region: Lin Nelson, Kathleen Haskett.
8. Campus Spirit (Internal Wellness/Health): Rob Cole

Topic 5 – Campus Sustainability Day (October 25).

Discussion:

We discussed Campus Sustainability Day and how or whether Evergreen would participate in the event. With October 25th right around the corner we knew it would be challenging to pull it off, but decided to go through with it anyhow. After some initial discussion we decided that we could begin a new tradition of Campus Sustainability Day spearheaded within Student Housing. This would give the College something to build-on in future years. Luda Konshin took the lead and agreed to advertise the event in next weeks Cooper Point Journal, register Evergreen for the event, and secure the funds to pay for our participation. The event includes a live webcast from 9:30-11:30pst. We decided to record this and replay it again (for those unable to attend in the morning) during an evening event.

Topic 6 – Sustainability Task Force Meetings.

Discussion:

We discussed the necessity of having weekly Task Force meetings through at least the first half of the quarter. These meetings will help increase the lines of communication and keep Task Force members on the same page especially with so many new members this quarter. Eventually, the hope is that the members of the Task Force will be able to carryon their work within their respective Focus Group without the need to attend weekly full Task Force meetings.

To say the least, it is challenging scheduling 20 faculty, staff, and students with very busy schedules for our meetings. With this being said, it appears that Wednesday's from 3-5pm are the "best fit" for the majority of our members. Therefore, Task Force members should reserve 3-5pm on Wednesdays (in room SEM II B3105) for our weekly meetings.

Next Meeting: Wednesday, October 18, 2006 (SEM II B3105) from 3-5pm.