**Los Medanos College**

**Sustainability Committee**

**Wed, 9/2/15 1:30 PM - 3:00 PM**

**SS4-409**

**1:30 – 1:45 Welcome – BMc**

* Re-introduce committee members, share summer experiences, meet new members

**1:45 – 1:50 Set Semester Meeting Times**

* First Wednesdays 1:30 – 3:30?

**1:50 – 2:15 Compliance with Brown Act & Action Items from last time – RH & BMc**

* Brown Act Compliance
	+ Post agenda 72 hours in advance
		- Who sets agenda?
			* Possible Idea: rotating leadership can check in 2 weeks before meeting to generate agenda (can be flexible 30-min conference call or in-person meeting)
				+ Then, send out agenda a week in advance to capture new items, get feedback from members
			* Fall ’15 Leaders – BMc, RH, \_\_\_
	+ Go over minutes from previous meetings
		- Possible idea: review electronically to save paper – can we do this?
	+ Approve new faculty, staff, students
		- Updates
* Student Sustainability Club update
* Other Brown Act requirements & action items

**2:15 – 2:45 Focal Projects for Semester – BMc**

* How do we want to use our time in meetings?
	+ Possible structure 1: 1st hour of meeting whole group, 2nd hour project break out
	+ Possible structure 2: 1st half hour whole group, 2nd hour project break out time, last half hour, share action items
	+ Other ideas?
* Which projects do we want to focus efforts on?
	+ From last meeting:
		- Water conservation – Mike with support from Russ
		- Lighting – Russ with support from Mike
		- Earth Day planning – Ron, Jen, Briana, Mark
		- Starting student club/aligning efforts – Celena, Briana
		- Composting/Waste diversion – Kurt, Karen, Mark, Margaret
		- Sustainability education series – Kurt, Jen, Mark
		- Jazzing up webpage – Danielle
		- Curriculum planning – Margaret

**2:45 – 2:55 Project Check ins**

* Check in with project team members

**2:55 – 3:00 Closing**

* Action items for next time