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<b>Meeting Facilitator:</b>	Charlie Lane	<b>Type of meeting:</b>	Sustainability Steering Committee
<b>Note taker:</b>	Robb Myrtle	<b>Attendees:</b>	Charlie Lane, John Welsh, Ruth Wernig, Ken Taylor, James Grant, Jon Soffa, Ed Becker, Sahil Chaudry, Albert Chia-Yen Lai, Robb Myrtle

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## *Minutes*

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- Agenda items:**
- Introductions
  - Review of Committee Charge
  - Overview of Sustainability Issues
  - Discussion of Primary Objectives
  - Next Steps
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**Agenda item:** Review of the Committee Charge

- Discussion:**
- A letter thanking the Committee for undertaking this effort was presented by Student Body President Sahil Chaudry on behalf of Student Body Vice-President Max Slavkin
  - Sahil stated that the student reaction to the forming of the Operations Sustainability Committee and Sustainability Steering Committees has been quite positive
  - The Committee's Charge was read to the members by Charlie Lane. Charlie asked if any clarification of the Charge was needed and the Committee members responded that the Charge was clear
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**Agenda item:** Overview of Sustainability Issues

- Discussion:**
- A presentation was given by Ed Becker outlining the concept of sustainability as it pertains to USC, along with an explanation of USC's 2007 and 2008 Sustainable Endowments Institute report cards
  - The Committee suggested that a commitment from USC's upper administration would allow the students to feel a great sense of pride in their university's sustainable practices and stewardship
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**Agenda item:** Discussion of Primary Objectives

- Discussion:**
- Charlie's review of the Operations Committee's Report concluded the following key concepts:
    - Need for a university-wide vision and policy endorsed by the President
    - Purchasing is central to this plan because of its ability to influence so many stakeholders
    - Communication/PR is critical as to how the program is positioned
    - There is a need for a centralized sustainability office to act as a central clearing house of information, etc.
    - University standards and goals must be established before there can be a coherent plan in place
    - We have to construct some student-centered initiatives to make this a viable program
  - Charlie noted that recycling efforts are important because they provide the average USC faculty, staff, or student with at least one tangible means by which they can contribute to the effort
  - It is important to maintain an appropriate balance between systemic initiatives and short term goals
  - USC should strive to become a "Living Laboratory", in which students would not only participate in and learn about sustainable practices through lectures, classes, and events, but also witness sustainable practices in USC's everyday operations
  - Adding a freshman seminar or class centered around sustainability to next year's freshman curriculum would yield a general interest, expectation, and acceptance regarding the idea of sustainability at the end of a student's years at USC
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**Next Meeting:** The Committee's next meeting is scheduled for April 24, 2008 and will focus on a discussion of the interactions between University sustainability efforts and Academic Initiatives and Programs