Western Washington University Associated Students
Green Energy Fee Committee Meeting
Tuesday, VU 543

Committee Members Present: Zach Dugovich, Chair (AS VP Student Life), Jaleesa Smiley (AS VP for Academic Affairs), Seth Vidana (Sustainability Manager), Nate White (GEF Program Coordinator), Neal Dickinson (Student at Large), Brian Rusk (Faculty) and Colin Ridgley (GEF Education Coordinator)
Absent: Ed Simpson (Rep. Business and Financial Affairs), Sadie Normoyle (AS ESP Associate Director),
Advisor(s): Greg McBride, Assistant Director for Viking Union Facilities
Secretary: Lily Jaquith, Board Assistant for Representation Committees
Guestfs):

MOTIONS
GEF-14-F-1   *Approve the July 22, 2014 minutes.*
GEF-14-F-2
GEF-14-F-3

Zach Dugovich, AS Vice President for Student Life, called the meeting to order at 4:09 p.m.

I. REVISIONS TO THE AGENDA
Dugovich adds "new meeting time" to the end of the agenda.

II. Introductions and Member Roles

II. APPROVAL OF MINUTES

MOTION GEF-14-F- by Smiley
Approve the July 22, 2014 minutes.
Second: Rusk   Vote: 4 - 0 - 0   Action: Passed

III. Discussion
A. GEF Grant Proposal Rules and Regulations
Dugovich said at the last meeting there were discussion about the proposal rules. They were deciding whether or not they wanted to put in place a policy that only pilot programs can apply. It's been the spirit of the fee that they want new and innovative ideas to pass through and be implemented. He is interested in hearing whether or not the committee thinks it should be policy that pilot projects are the only considered for the fee. Colin Ridgley, GEF Education Coordinator, said as it stands right now pilot projects are required. There is difference between saying those are the only allowed and saying pilot programs are preferred. That is how he would prefer it. It doesn't exclude other projects if there aren't enough pilot projects. They'd also have to go into the differences betwee expanding a projects and just extending maintenance costs beyond the one year allowance. Dugovich asked if that's something the committee would want to do. Ridgley said he thinks it should be a preference that programs are pilot programs, instead of a requirement. Seth Vidana, Sustainability Manager, said he agrees with Colin. A preference would allow for committee members to have more flexibility if there is an expansion on a project. If practice that's what he's seen, preference for pilot projects. Brian Rusk, Faculty, said they wouldn't need to change anything continue that. Vidana said he thinks it was brought up originally because it was unclear as to what the committee wanted. Rusk said he agrees with what everyone has said. It's nice to have flexibility in the rules. Ridgley said there is some difference in the bylaws and the

packets that are given out to those looking to create a program. He will change those documents if in the bylaws it does state a preference for pilot programs. Dugovich asked if they want to add a preference for pilot programs or should they leave it out and leave it to the discretion of the committee. Ridgley said he thinks it would be a good idea to add it and make it more explicit since this is people's resource for seeing how to do their project. Jaleesa Smiley, AS VP for Academic Affairs, said she agrees with Ridgley. She thinks there is a good reason for keeping pilot programs preferential. Ridgley said those are some of the most successful projects. Vidana said he sees this coming to play in the process is if they have seven proposals, whether it's a pilot or not might determine rating for whether or not it gets funded. McBride said the idea was to spur innovation. So keeping that in mind for why pilot programs would be preferential. Vidana said the first year of the project component was the fear that this would become a well for any sustainability project. The feeling was that it needs to have pilot projects so the fee isn't used for any green project. They try to let them know this is for pilot projects, it's only meant for projects that wouldn't happen otherwise. McBride said part of it was about repeating projects too. Ridgley said the mission statement says innovative student projects.

B. Status of last year's approved projects

Dugovich said he's curious what the committee needs to do for these teams to get the funding. Vidana said the committee has approved funding and at this point they need approval from the AS President and the university president, which President Shepard delegates. That's one piece along with the teams being able to work on the projects. Nate White, GEF Program Coordinator, will be working with the projects from last year, at the same time as they move forward with the approval. He has not seen a project that hasn't been approved, so essentially once it's approved by this body they should proceed as if the money is coming. Historically the office has sent out a memo to the two presidents saying they would like approval for these items. That's where it's been historically. This is a good time for White to step in. They're already talking about times for the teams to meet with White. Dugovich asked if they found out what the Viking Fix-It Stations will cost. Vidana said they don't know right now. They need to do some looking into to find out what that amount was. He thinks they'll just use the amount on their application. They need to bring that back for information to the committee.

C. Definition of small and large grants

Dugovich said they did talk about this over the summer but they didn't set anything. They did discuss $500-$5,000 grants being considered small and then large being considered as $5,000+. Ridgley said he was under the impression it had been changed. Vidana asked if that was not approved. Dugovich said he doesn't think so. They didn't vote on anything at the last meeting. Rusk said he thought they just went forward to with that. They decided they didn't need to vote on it. They talked about fast tracking grants that are $1,000 or less, like a "mini grant." Vidana said they talked about having small grants be $5,000 or less and large more, but if there was a grant that was more than $5,000, but if it was a simple grant then it could go through the small grant process. For them it's more about the complexity of the grant, so they wanted to bring it to the committee. Dugovich said so the issue was that there was just a bunch of paper work with some grants that weren't necessarily more than $5,000, but there were grants over $5,000 that were pretty simple. Vidana said exactly. They see it more from a logistically complex perspective than a dollar amount. One easy was to do it would be to bump it up to $5,000 then they would catch more of the simple projects in the small grant category. There are alternate ways to do it. Dugovich said he feels like this should be at the discretion of who reviews it at the beginning. That seems like the solution. McBride said they should look at what's making it a complex. There should be something to define that a little bit. So that there's information that carries forward. So it's less discretion based. Dugovich said Vidana to come up with an idea of what that would look like. Vidana said he would be happy to do that. They can pilot this process this year and then decide if it worked. He will bring something forward at the next meeting. Rusk said asked if those are internal guidelines, as opposed to what is shown to the students. Vidana said yes. But it would have an effect on what is shown to the students. Ridgley said it's almost implicit that they'd think a simpler project would have a less complex review. Not sure they would have to change anything

shown to students. It seems like their first meeting with White would be a good place to filter that out. He steers them one of those places. McBride said it still might be good to have a dollar amount in there, showing at what point does a dollar amount make a simple project complex. Vidana said he thinks they can set it up that even if it's a simple project and it gets up to a certain dollar amount, that it's no longer on the consent agenda. So the committee has a chance to look at them. So if it's over X amount of dollars, the committee will have a chance to talk about it. Ridgley said he wouldn't differ the groups experience too much.

D. New project proposals

Ridgley said he's not aware of all ideas, but campus composting seems to be what people are into. The campus community is really interested. There's a team from last year that has been contacting him asking him about it. They're wondering whether one large group should work on a large composting project or if there should be smaller groups working on lots of them. Another thing is that currently out yard waste, with the exception of leaf litter, is trucked to Skagit County. They want to get a grant to build a large composting storage bin in the maintenance yard. Having that would eliminate the trucking of all that waste. Then whenever they use mulch or compost on campus that they composted here it would have a sign saying "this mulch came from Western." They seem very well developed. Other than building the bins it wouldn't have ongoing costs, because they already have all the equipment there. Other people are looking at on campus bio reactor composter. They seemed committed. There's interest in a bike share program. White said for small grants the deadline is Nov. 26. They've explained to everyone applying why the process is delated. Nov. 25th is when large grants need to be in. Vidana said in practice it is a rolling deadline. But they've found that without deadlines students won't turn things in. It's worked out well for them.

E. Next Meeting Date

Dugovich said he will send out an email to the committee so he can pick out a time that works for everyone. The committee agrees to meet during dead week.

VI. OTHER BUSINESS

Vidana said welcome to White. Vidana won't be here most meetings, White will. He's excited to have him on board.

THE MEETING WAS ADJOURNED AT 4:53 P.M.