

**Environmental Affairs Committee Meeting Minutes of October 30, 2013**

I. CALL TO ORDER: Chair **Cutting** calls meeting to order at **12:19 PM.**

II. ROLL CALL

Members Present

Kathy Cutting  
Tim Rollins  
Ainsley Shallcross  
Riddhi Sood  
Leilani Camarillo  
Justin Anzelc

Absent Members

Guests

Corey Gazay  
Michael Lee

III. ACTION ITEM - **Approval of the Agenda**  
**Amendment I: (Sood) to add Action Item – Appointment of Vice Chair as Item VIa**  
**Motion Carries as Amended.**

IV. ACTION ITEM – Approval of **May 30, 2013 Minutes**  
**Motion: (Sood) to approve the May 30, 2013 Minutes**  
**Motion Carries.**

V. PUBLIC COMMENT – **Public Comment is intended as a time for any member of the public to address the committee on any issues affecting ASI and/or the California State University, East Bay.**  
No Public Comment.

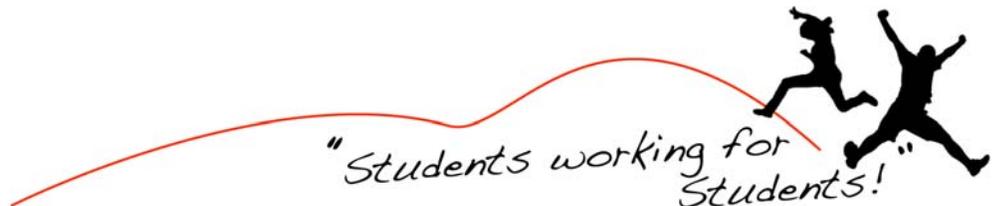
VI. INFORMATION ITEM: **Welcome to the Environmental Affairs Committee**  
Chair **Cutting** addresses the following:

- The Welcome Packet contains the Environmental Committee Code which tells their mission for this year
  - Reads the mission to the committee members

VI a. ACTION ITEM: **Appointment of Vice Chair**

Chair **Cutting** briefly explains the duties of the vice chair  
Justin **Anzelc** nominates himself as vice chair  
[No motion was made, but a vote was taken]

Chair **Cutting** states that it was unanimous and Justin will be the vice chair  
**11:13**



VII. INFORMATION ITEM- **Review the Welcome Packets**

Chair **Cutting** states that she accidentally did the items out of order, but she'd like to welcome everyone to the Environmental Affairs Committee and introduces the members and advisors

The Committee discusses the role of the advisors.

**13:42**

VIII. INFORMATION ITEM: **Review Robert's Rules of Order**

Chair **Cutting** addresses the following:

- Opens the floor up for discussion and states that the welcome packet includes a cheat sheet of the Robert's Rules of Order – no one had questions

**14:23**

IX. INFORMATION ITEM: **Review plans for committee, set dates**

Chair **Cutting** addresses the following:

- Would like for the committee to figure out a way to interact with each other via Google calendar, email, etc.
- Green Funds – There is a possibility of getting a greenovation (grant) fund from CSSA. The deadline to apply is November 29<sup>th</sup>.
  - CSSA is offering money for schools to do something sustainable on campus. So, they'd have to give them a proposal on their idea. Ex: reusable water bottles that they could distribute at events. Chair **Cutting** further mentions that water bottles could be a really good investment because they can be used for so many different things. Also, facilities will be installing refill stations this year and she's heard that there will be 4 stations on campus. The committee discusses whether or not this committee can have input on where these 4 stations will be located throughout campus and polling students on where they'd like the refill stations. **Gazay** and **Lee** mention that the committee should find out what stage the facilities are in with installing these stations and see if the student voice can still be heard in deciding where to place the stations on campus. Chair **Cutting** states that she will follow-up with where these stations will be placed. The committee members agree to poll students on their opinions as to where the stations will be placed. **Lee** suggests that **Cutting** get the timeline for the unveiling of the refill stations so the committee can promote their reusable water bottles in conjunction.
  - The committee discusses that the grant amount varies
  - Chair **Cutting** mentions that she's been in contact with Clean Canteen and SIGG bottle manufacturers. She presents examples of these water bottles to the members. She states that the companies are excited about what the committee is doing and are willing to offer them a discount. Chair **Cutting** further mentions that ultimately they need to decide the amount of bottles to order and the events will ultimately guide this.
- Tabling – if their goal is to promote awareness then they need to be present during tabling. She was hoping to partner up with the sustainability club but she hasn't heard or seen anything happening with them. She wants a committee member to take the responsibility of linking up with the sustainability club so they can do things together. **Lee** states that the sustainability clubs' chair is having membership issues and is fearful of the future of the club and asked **Lee** to see if he could generate more interest for the club. Chair **Cutting** states that they can raise awareness for the sustainability club through tabling. Chair **Cutting** further states that she is hopeful that they can establish a calendar of when they want to table and also while tabling, she hopes they can interest volunteers to help them table. The committee discusses

when they should table and possibly tabling before the meetings while also inviting students to the meetings. **Lee** suggests that they alternate sometimes and table in the dining commons. **Camarillo** suggests that they give seeds out during tabling and showing students how to be sustainable and plant trees. Chair **Cutting** states that her idea for tabling was for them to have different things that they devote that tabling day to like energy, water, gardening, organics, etc. **Lee** suggests that they possibly coordinate with the city of Hayward to get free items to give out during their tabling.

- Recyclemania with Aramark. **Sood** states that the food waste gets recycled and they make public how much waste got recycled. Chair **Cutting** states that she believes this is a 5 week event in winter quarter but she'll be looking into it to find out more information, but this is something that they can partner up with Aramark in doing. Chair **Cutting** mentions that in the Old Union they're putting a Green-to-Go food place where salads, soups, and other healthy items will be sold – committee mentions that this is a step in the right direction.
- Chair **Cutting** mentions that she created a sustainability module and this will be given to the provost of the sustainability council to review. Also, Marguerite Hinrichs has invited her to present this at the student life and leadership conference in the winter quarter. The committee discusses getting clubs and orgs to collaborate with them in sustainability issues.
- Chair **Cutting** mentions that she is on the A2E2 committee and asks if any members would be interested in being in this committee. The committee discusses what the A2E2 committee does – it funds for learning outside of the classroom. Chair **Cutting** further mentions that the garden that she is trying to establish would be funded by A2E2.

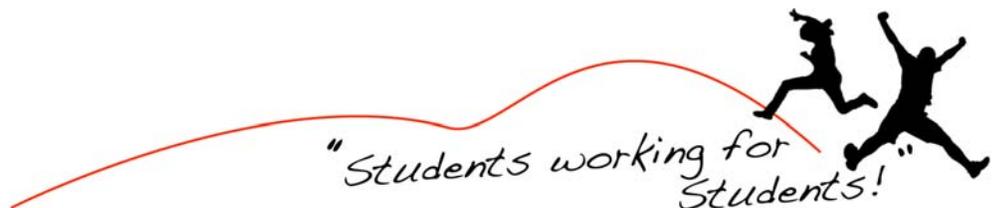
44:53

X. INFORMATION ITEM: **Formation of Work Teams**

Chair **Cutting** addresses the following:

- This can be visited next time
- **Anzelc** suggests that the work teams be informal because the group is small
- The committee discusses having people be in work teams so the members can be accountable

48:40



IX. ROUND TABLE REMARKS

**Cutting:** briefly explains what roundtable remarks are and asks if everyone is good with the meeting time

XII. ADJOURNMENT

**Meeting adjourned at 1:09 PM.**

Minutes Reviewed by:

**Chair of Environmental Affairs**

**Name: Kathy Cutting**

Minutes Approved on:

**11/20/13**

**Date:**

