**Energy Conservation and Building Standards – 7th Meeting Minutes**

*In attendance: Marian Huhman (through conference call), Karl Helmink, Yun Kyi Ki, Paul Foote, Swarnali Sanyal, Dave Boehm, Andrea Martinez Gonzalez, Carol Lin (clerk), Morgan White*

1. Approval of November 30 meeting minutes
2. Report on ILO. Fall tally attached.
	1. The last ILO of the semester happened last Friday, and Marian attended it. In total, there were 21,099 light bulbs turned off and about 60 students for attendance.
	2. Marian commented on the style of how ILO is conducted, comparing this year to last year. Marian said that, last year, Alex focused on the legacy of ILO more, such as by talking about the program and the SWATeams and conducting introductions before sending the volunteers on their way. The two coordinators for this year are doing well though nonetheless.
	3. Morgan is concerned the people who are actually in the building are unaware of the program and why the lights are being turned off.
	4. Morgan has a high school student who wants to go door-to-door between 3-5 pm and inform people about our climate action plan. Morgan is thinking of getting the student to start with ILO. Morgan will have the student talk to Claire and Vince.
	5. Paul noticed there was a large number of locked doors with lights still on. Could this be fixed? Morgan says they’re most likely offices.
	6. Karl suggests talking to Anna Barnes and have her increase the PR for ILO. Morgan says to see if she can get the news bureau to do a story on this, since the team worked with them for a story on the solar farm in the past. Paul will talk to Anna and see if she will talk to the news bureau.
3. Updates from recent iWG meeting on energy conservation funding recommendation (Morgan’s update)
	1. At the iCAP working group meeting, Matthew Tomaszewski, the Associate provost Provost for Capital and Space, said the recommendation was really well-written and relayed good information. Since there are many people who don’t understand how utilities and F&S budgets usually work, Matthew said the recommendation could be used to explain that. They agreed to forward the rec to the provost office, and they also talked about the request for more funding needs to come from F&S’s annual budget memo. Feedback will come in January. Current provost is interim John Wilkin, but a new provost will be starting on January 16.
	2. The working group discussion supported additional funding for F&S. Morgan reported that Helen Coleman said in the past they’ve asked for funding to not be cut, but they’ve never asked for additional funding. They’re working on the annual report to include the request. They also pointed out that campus asked us to cut 1.5%, but they see a strong benefit from having the recommendation as support for the efforts underway.
4. Freezer challenge
5. The funding from SSC has been secured! Paul wrote a proposal for $9,900 and Andrea submitted it.
6. For the freezer challenge to move forward, a list of the colleges in collaboration is needed. Melanie Loots suggested meeting with various groups and would be happy to help connect. Morgan suggests speaking at various research groups. A letter to researchers and lab managers should go out. Run it by Jan to make sure he’s in agreement. Morgan thinks it would be best for Ximing to send the letter out because it should come from a faculty member.
7. Paul will also draft an announcement letter of how to get involved in the freezer challenge. This and the packet could be included in an email drafted by Ximing, where he talks about the iCAP and ECIP goals.
8. Paul would like the email to be sent out over winter break, preferably before January 2, 2018. The PDF and packet are all ready to go. All that is needed are just the updates from last year.
9. Update and further planning on Green Labs Coordinator position recommendation
10. Morgan has Micah’s draft. Morgan, Micah, and Ximing will meet early January to make sure everyone is on the same page before submitting the draft to SSC.
11. Morgan briefly explains how GLC will be governed. There will be coordinators, interns, and student employees. Coordinator will report to Morgan with a dashed line to Jan and Ximing. There will be a new green labs steering committee. Micah says there are some existing groups to work with, like the campus safety committee.
12. The current vision is the following three deliverables:
	1. Complete inventory of lab space, current utilization, and how sustainable practices and equipment are
	2. Assessment for revised sustainable guidelines
	3. Detailed justification to campus administration for funding and resources saved from the program
13. Paul wonders where the participant/user behavioral change in the recommendation is. It’s a different style compared to how other colleges do it. Marian agrees with Paul but wonders how to make it a deliverable.
14. Paul compared GLC to Eco-Olympics. Eco-Olympics didn't mention taking an inventory of energy consuming items before calling students to action. Paul says it is fine, that the GLC requests an inventory of equipment and fume hoods and other equipment. Paul says it’s not the driving component. Knowing this information is helpful, but utilizing them is more important.
15. Morgan suggests sitting down with Paul and going over it. Morgan is going to do it at F&S under iSEE's name.
16. Morgan wonders why we are doing a coordinator program and not a green lab certification program. Paul says certified green lab programs don’t have that much of a positive impact. Labs meet the minimum criteria but there aren't quantifiable measures of energy savings. A dedicated coordinator has more impact on sustainability, and it looks like Morgan will be leading.
17. Karl says we might need a policing system on how to add new fume hoods. Many labs are wanting new ones.
18. Buildings for use as case examples for Yun’s graduate course in spring 2018: ARCH-576-Simulation and Design
19. Yun’s class is about teaching students about improving the building usage. If Yun can find a building on campus and give it a test bed to learn tools to improve certain parts of the building’s design. Yun is more focused on passive systems than active systems. By finding a building for his case study, he hopes to be able to accumulate buildings over the years, make a packet, apply it to the campus level, and support energy savings.
20. Morgan advises to not use a building on a long-term demolition list. Find a building that’s going to be around for a couple decades. Karl already gave him a list.
21. Yun is interested in the spacing of classrooms and offices in buildings. Karl suggests looking for buildings around 50,000 square feet that has bad windows. Talbot might fit the bill. Yun wants to know if he can go in and install sensors to measure the temperature. Dave will be added to the email chain and look at the list and assist.
22. Update on Solar Farm 2.0
23. Chancellor approved investigating options. They are soliciting proposals for a second solar farm that is 50 acres. Within the request for proposals, there will be discussions on best options, like what should be done on the ground cover, should a single access tracking system be used, etc. They are going forward with an RFP to consider proposals.
24. Possible topics and issues to work on spring semester
	1. Joint meeting with EGen SWATeam in March
		1. Doesn’t have to be March
		2. This meeting will take up a whole agenda
		3. ECEB is not actually a net-zero energy building. With the rooftop solar that has funding and the north campus parking deck solar (which does not have funding), they would have net zero electricity, which is not the same as net zero energy. Dr. Krein has a presentation on the difference between the two. Behavior change is needed and there might be some metering issues. Solar also needs to be placed on campus parking deck. Joyce is going to meet with both teams. Carol will send out a Doodle poll early spring semester. Morgan wants to be included.
	2. Imagery project with advertising students (mid-Feb?)
		1. Marian suggests Morgan being there for the meeting for updates.
	3. ESCO funding model with Mike Marquissee as guest
	4. Doris Reeser and Brad Klein return visit to build on this semester’s discussion with them
	5. Topic:  how we ask for energy conservation funding for projects.
		1. Karl wants to know what kind of projects we should be doing and how much money should we be asking for. Karl suggested a scheme prioritization.
		2. Morgan suggests asking Matthew to come in and talk about the status of the budget reform process. Campus might start charging colleges for their energy, making the team wonder how this will impact existing conservation projects. Matthew said at the working group they want to do a parallel system where they charge for space. Morgan says it may be another 6-12 months before this becomes possible though.
		3. Mike was willing to do ESCO. Have Mike, Doris, and Brad all attend one meeting together with the SWATeam.
		4. Going to start with this in January
	6. Morgan wants to add a topic to our list
		1. In iCAP, it mentions to engage 50% of the community. Morgan wants some perspective on how we want to count numbers. We have an objectives dashboard but no way to quantify it. Should we do it by number of events they participate in?
		2. The team also wants to improve user behavior concerning energy usage in residential facilities. A possible guest to bring in for this is Lowa Mwilambwe, Associate Vice Chancellor for Student Affairs.
25. Next meeting?
	1. To be planned over winter break. Happy holidays, everyone!