**Engagement Sustainability Working Advisory Team**

Date: September 30, 2020

Location: Zoom

Time: 4-5 pm

*Attendees: Ann Witmer (co-chair), Robert McKim (co-chair), Alexa Smith (clerk), Jie Hu (Faculty), Sammy Yoo (staff), Dave Guth (staff), Kate Gardiner (staff), Keilin Tarum Jahnke, Fina Healy (student), Miranda Johnson (student), Meredith Moore (Sustainability Programs Coordinator), Morgan White (iWG), Ximing Cai (iWG)*

Agenda:

1. Member Introductions
	1. In chat: Type your name, affiliation, previous SWATeam experience, and what brought you to the Engagement Team
2. Expectations of SWATeam Members
	1. Box Folder usage
	2. Creative Recommendations
3. Engagement Team Purpose/Origin
	1. Edit Engagement paragraph for iCAP Portal Website
		1. <https://uofi.box.com/s/m3oa245zu1t0b12l7g0mkzx8qauj858g>
4. Goals of team for the year
	1. ICAP Engagement Objective Assessment (due 10/9)
		1. <https://uofi.app.box.com/services/box_for_office_online/4881/724234245333/1c955a.e3810113d03ea6a0fe60dd63f1622f2d8a6a65f4714ee1e24740a277376be615?node_type=file>
	2. Discuss Campus Sustainability Celebration (10/20)
		1. Students summarize objectives and expectations (3 minutes)
	3. Send out Google Form to rank recommendations to focus on this year
5. Closing remarks
	1. Send out When2meet to confirm next meeting availability
	2. SSC Working Groups for Students
		1. <https://ssc.sustainability.illinois.edu/?page_id=344>

Meeting Notes:

* Expectations of Members
	+ Utilize the Box Folder to stay up to date and complete any collaborative work
	+ Don’t be afraid to share your unique ideas!
* Discussion of Engagement Team Purpose and Goals
	+ Morgan: Setting a precedent as the new Engagement team
		- Our foresight should always be what objectives we want to see in the next iCAP (2025) as our team continues to develop
		- Objectives: Goals directly outlined within the iCAP 2020 (7.1 to 7.6). These are essentially our mission statements/things we would like to achieve.
		- Recommendations: The specific projects and strategies we will use to achieve our objectives. These can be proposed at any point in the semester by filling out the recommendation template in the Box.
	+ Ximing: Goal is to increase awareness of the iCAP and its mission of carbon neutrality by 2050
		- Duty to engage colleagues, classmates and community in our efforts
	+ Meredith: Collaborate closely with other SWATeams, campus organizations, etc.
		- Alexa has weekly meetings with clerks from other teams, so this could be a good avenue to create those relationships
		- Take advantage of the individual connections of our diverse members to get the word out
	+ David: Brand the University of Illinois as a sustainable role model on a global scale
* Discussion of perceived challenges to Engagement
	+ Ximing: iSEE has reached out to faculty before as well as students, but we are just beginning to ramp up our outreach efforts (i.e. student government, etc.)
	+ Scope of sustainability
		- Narrow the focus of sustainability initiatives for which we are seeking engagement
			* Complete Google form to hone in on our interests
		- Current diversity and inclusion efforts have set a precedent for success
		- Waste Reduction Challenge is a useful launch point
	+ Student hurdles for engagement
		- Fina: More opportunities freshman year could be an effective strategy
		- Miranda: Attests to the lack of sustainability outreach, but acknowledges the interest of freshman students in getting involved
		- Kate: Freshmen students are more likely to join something as they look for their "place" in the university. People are so busy, so it's important to catch students early.
* Delegated iCAP Objective Assessment tasks (assignments below)
* Decided to hold another meeting before October 9 to share our progress on the assessment and raise any points of confusion

Action Items:

* Work through iCAP Assessment Assigned Objectives (due 10/9)
	+ 7.1: Jie Hu
	+ 7.2: David Guth and Fina Healy
	+ 7.3: Robert McKim
	+ 7.4: Kate Gardiner and Keilin Jahnke
	+ 7.5: Miranda Johnson
	+ 7.6: Ann Witmer and Sammy Yoo
* Fill out Google Form with recommendation preferences
* Fill out when2meet for availability
	+ Meeting next week Tuesday-Thursday