**CEST: Community & Culture Working Group**

**Meeting Minutes**

**Date:** 9/2/10

**Location:** Admin III, Rm. 101

**Attendees:** Bill Davis (Energy Management), Tracy Dixon (Sustainability), Lindsay Batchelor (Sustainability), Tracey Peake (News Services), Kelley Brackett (Dining), Christine Klein (Transportation), Nate Degraff (COE), Natalie Hampton (CALS), Erin Champion (Environmental Science), Alison Citron (Sustainability), Shannon Helm (NC Solar Center), Laura Karpf (Campus Rec), BJ Attarian (OIT)

**NOTES:**

**9:00 – 9:05 - University Sustainability Plan workshops**

Oct. 4 (10am -12pm – Admin I, Rm. 101)

Oct. 5 (1pm – 3pm Talley Blue Room)

Workshops have exact same agenda. Draft USP will be presented. All CEST members & working group members are asked to attend.

**ACTION ITEM:**

1. **Please RSVP for one workshop by COB 9/17/10. It is important this group fully understand the document to be able to create messaging.**
2. **Comments due by COB 10/7/10**

**9:05 – 9:15 - CEST Update**

**Oct. 28th:**  CEST approval of USP for campus input

**Dec:** CEST approval of Final USP to go to University Council & Board of Trustees

Hope to receive final BOT approval during their April meeting (which happens to fall on Earth Day)

**ACTION ITEM:**

1. **C&C Oct. 7th meeting will be your one time to give feedback on the draft USP. PLEASE ATTEND A WORKSHOP!**

**9:15 – 9:50 – USP for Campus Input**

**Questions asked: What groups on campus need to have the USP presented to them? What format should the presentation take?**

**In Person Presentation:**

Faculty Senate

Staff Senate

Exec Officers

Large Staff Meetings

Student Health

State Comm

Student Affairs

Student Senate/Government

IRC/IFC

College Councils - E Council, CNR, Agri-life

Dean's Council

Dining

High Noon Lunch

Solar Center (Senior Staff meeting)

**Other Form of Notification:**

Personnel Connections - Corrinda Watkins Listserv

Bulletin/Technician

Building Liaisons – briefings and email

video/iTunes U/podcast

PSA on WKNC

Ads on buses

Centennial Partnership Office?

Sue Cross - Centennial Campus newsletter & CC Ning

Athletics – email (ask Tim for best)

Housing – Front Porch & Sustainability Committee

OIT newsletter (Comtech)

Kelly Hook Blog

SORC – email to all student groups

EHS - email

Facilities – email

**ACTION ITEM:**

1. **Sustainability Office & Energy Management will start booking in person meetings**
2. **Sustainability Office will develop PR based on key messaging feedback at Oct. 7th meeting**