1. Introduction – new items?
   Aida Lasher will be new note taker for meetings. Warren will be gone for majority of the year. Discuss with Martha her participating status in CACES and then decide if to look for another faculty member. There are excellent possibilities in STEM and IAS.

2. Updates
   a. Crows / wetlands
      Rob and students collected sediment cores. Found cement and rock in soil samples. Students found methodology bleaching water through them and conducted nutrient analysis. Students created method growing bacteria on plates without having too much sediment in samples. Have a filter capturing bacteria and sediment both. Have a standardized method and now processing samples. No accounts to give yet.
      Crow impact on vegetation. Number of permanent transsex being installed. Presenting results of work in three weeks at a conference.

Discussion:
- Should more core samples be conducted?
- This research is in need of funding. Kelly would start discussing with the city. Tony and Warren were in agreement of calling out to city. Still hold off King County and City of Bothell or ask Kelly?
- Slowed progress from lack of resources.
- NSF grant proposal sent in yesterday (8/27) to help with research but more towards student research. Need more consistent funding.
- Maybe Doug can help with writing letter to department of ecology, City of Bothell, King County.
- Beavers managed for height of dams. That was one of the things we didn't want to get tangled up with the city because they were not full supportive.
• Lots of bacteria in North creek and foothill to campus. No one can point a finger and say we shouldn't have the answer when we don't have the resources.
• Before writing letter call colleagues and ask for support. How to proceed? Set up a meeting? Gather everyone together.
• Tony will talk to Kelly and then get back to Rob and Warren on Kelly's response.
• Rob and Warren contact people and create list of participants and support. Scheduling a meeting. Can't do a meeting until October.
• Any local presentation? Research in Progress symposium did preliminary work. Publication coming soon. Students working with research from Edmonds CC.

b. SAC building & sports field drainage / wetlands
Supposedly permit was given yesterday to SAC. 28 trees will be removed in construction. Storm water plan and blueprints provided and available. SAC will increase volume of storm water moving into the wetlands. Nothing is being done in the wetlands itself to manage water flow and modifying floodplain. Need to be more proactive in future. Lower campus road will be closed for construction from 9/2-9/17. Any buses will have to go up and around during closures.

Discussion:
• What is going to happen to drainage once SAC building is up?
• Is it worth considering modification in bioswale.
• Will it overload sports field tube going into wetlands? Tubes are pretty large.
• Will we have to take all rocks out? Will this need to be brought up soon since process is moving so fast? What is plan for water flow? Amy Van Dyke said permit documents are already set and prescribed. Warren's students weren't known about the plans and neither was Warren.
• Looking for one student to sit on committee for SAC building. What is a good candidate? SFAC committee making decisions for students. Programming or on impacts? Anything about building in general. Had design to run into students. Students are the customer. A little late but at least get the questions out. Send email to JAnderson@uwb.edu. Contact James Anderson if interested in participating in the committee. Didn't speak much about exterior, mostly interior. Rob and Warren will email students.
• What about the dorms? Chancellor is looking between 500-750 beds. 3-4 different ideas. How will they pay for them? Spot next to SAC building was decided on where dorm will be put now spot is not available. This next committee will choose another location for dorms.
• Appropriate environmental people are in this next committee for dorms. When dorm committee is formed David will let Warren know. The more voices the more it will be heard.

c. Solar
Project is happening soon. Tony is making plans tomorrow (8/29) for LB2 roof that will be filled with solar panels. Anyone who wants blueprints from project
can contact Tony. One time during construction power will be turned off.

d. **Sustainability Coordinator position**
Tony, thanks to Warren, filled out pages and sent description. Sent checklist, gave budgets. Ask different departments for help with search committee. Not sure times of interview and other steps of process. Work on questions for applicants. David will start looking for student on committee. Committee will consist of housing, food, commuter services, and student member along with Warren and Tony. Need to look at exactly when process will take place. At the beginning of quarter is a tough time. Advertise in paper and on UW Seattle website. Also utilize AASHE. Make case to VC for extra money for travel. Usually only positions to advertise for that are VC and higher positions. Do not normally nationally advertise for most staff positions. Can get really good people from AASHE but will be from many different locations. Warren suggests advertise with AASHE to get excellent audience. Names for housing and food service: Chelsea, Brian, Calvin. Thought about Cascadia as a member of committee but they are not providing any funding so will not ask for a member. Possibly position to be filled in October or November.

Discussion:
- How long will job be posted? 1-2 weeks? We'll see what happens in a week. Wait 3 weeks from now before looking at resumes.
- Formal bring committee? Warren can help with that.
- What is typical size of hiring committee? Biggest is 5 people.
- Not have resumes roll in 3 days before quarter starts. May want to leave open for two week window. See for one week. Close and choose to open again or not. Have to justify why you kept it open.
- Not sure if we want to bring anyone from outside of the area for applications. Flying them in and other travel expenses. Is there funding for that?

3. **Resource Conservation Manager program – Puget Sound Energy**
There is a potential hire of a position at the Sarah Simonds Green Conservatory. Discuss environmental science faculty position preliminary buy in to Chancellor's office. By September 10 solidify faculty working 50% staff greenhouse and the other 50% given from grants to pay for research.
Resource conservation: PSE looks at electricity and gas levels. Provide funding and help with search committee. Watching utilities for building. FTE 0.4- 20 million kilowatt manager this year for UW Tacoma. Most money is going to come back to UWB anyways and help sustainability coordinator. Hire student to check maintenance. Work study position. Money can be used to help with maintenance.

a. **Resource Management Plan template overview of commitments**
Discussion:

- Now professors want space in greenhouse.
- Tyson can still do maintenance but someone is needed to identify issues in the building. Any academic greenhouse has at least one faculty watch person. Someone will be here to support and be a point person to greenhouse and wetlands. Will hired person be in charge of head house and classroom? Not classroom but head house. Warren working on job description.
- September 10 meeting with Susan Jeffords. Susan saw them tied together. Susan inquiry about 50-50% position.
- Tyson worried about operating facility in Conservatory. Need a faculty person who is also a greenhouse manager. Place needs to be maintained. More information will be known in a couple weeks of approval. Person can also work with wetlands.
- For many years UWB has been too small to have resource conservation manager program. Ben and UW Tacoma helping with search for Resource Conservation Manager.
- Change in culture for RCM. Does CACES agree with certain space?
- Natural daylight providing lighting. Daylight used whenever they can. Giving rules to encourage sustainability. What would be useful what the changes mean in terms of environment and sustainability? Energy saving, cultural impacts.
- Having student projects connect with scope of work.
- September congress grant
  - Unlikely to get another group of participants.
- Meeting goals, what have you done already? Energy engineer from SPU, help with plan, interior design.
- So many efforts to retrofit and fuse. Build new dorms. Nice to get help from outside people.
- In terms of moving forward. Let Hugh and Ryan know. Tony needs to figure out how big of a jump to change culture. Going to take steps. Talk to VC’s and Chancellors.
- Tony has lots of diversity in group.
- General Building Operation (Tony looking at the 3 bullet points)
- Tell Tacoma we will not go forward yet. Rob says facilities is mostly the head people for it. Highlight, send out. There aren’t immediate consequences to not following rules. Struck out second time having input on projects.
- Who does Tony want information from? Highlight important Areas of Focus and send to team. Who does Tony want feedback from? Too much feedback is not good. Tony send document out for feedback. I’ve discussed with team and my suggestion with what will be done.
- Cool down/sweater up campaign.
  Don't lose program over feedback. Things we can pursue without combatting too much. Should we even touch windows? Things designed in next buildings will help combat these issues.
4. CACES Areas of Focus ’14-’15 (see back)

1. STARS
   a. Goals: Achieve campus-wide STARS rating (what level??) by end of AY ’14-’15
   b. Action: Gather data / engage campus in answering questions
   c. Point Person(s): Ben
   d. Metrics for success: Rating level & did it get finished

2. Crows / Wetlands / North Creek
   a. Goals:
   b. Action:
   c. Point Person(s):
   d. Metrics for success:

   a. Goal:
   b. Action:
   c. Point Person(s):
   d. Metrics for success:

4. Sustainability Events (e.g. Campus Sustainability Day / Sustainamania / Earth Day)
   a. Goal:
   b. Action:
   c. Point Person(s):
   d. Metrics for success:

Other Prospective Areas of Focus

5. Campus Conservation Nationals – Sustainability Competitions
   a. Goal:
   b. Action:
   c. Point Person(s):
   d. Metrics for success:

6. Single-use Water Bottle Reduction Plan
   a. Goal:
   b. Action:
   c. Point Person(s):
   d. Metrics for success:

5. Garden Committee updates
   Not discussed due to time
Meeting adjourned at 3:40 pm.

ACTION ITEMS:

- Tony will talk to Kelly about funding from the city and then get back to Rob and Warren on Kelly's response.
- Rob and Warren contact people and create list of participants for research support.
- Rob and Warren will contact students to participate in SFAC committee.
- When dorm committee is formed David will let Warren know.
- Create questions for Sustainability Coordinator applicants.
- David will look for student for search committee.