



2101 L St. NW
 Washington, DC 20037
 T: 202 828-7422
 F: 202 828-5110
 www.usgbc.org

MINUTES

Education Steering Committee

August 4, 2010, Conference Call
 2:30- 4:00 p.m. EST
 Minutes approved: 09/01/10

Member	Title	Attendance
Marge Anderson	ERC Co-Chair	X 3:15 leave
Projjal Dutta	EEC Co-chair	X
Jennifer Easton	Member Seat	X
Iram Farooq	Member Seat	X
Dana Kose	CSC Rep	X
Peter Morris	RAC Co-Chair	X
Kathy O. Roper	Member Seat	X
Lynn Simon	Member Seat	X
Joel Ann Todd	LSC Rep	X
Jean Valence	Co- Chair, ESC	X
Paula B. Vaughan	EDTC Co-Chair	X
Staff:		
Rebecca L. Flora	Co-Chair, ESC	X
Karol Kaiser	EDTC Co-chair	X
Kimberly Lewis	EEC Co-chair	X
Thom Lowther	ERC Co-chair	X
Chris Pyke	RAC Co-Chair	X

Add'l Staff: Ryan Snow, Linda Sorrento, Sarah Turner

Committee co-chair, Jean Valence called the meeting to order at 2:45pm. A quorum was present.

AGENDA

I. Opening Round and Conflicts

No conflicts declared.

II. Action Items

- May meeting minutes approved by consent. Minutes will be posted.
- July meeting minutes approved by consent. Minutes will be posted.
- Education Related Working Group Charge Approvals – all approved by consent with discussion and edits noted:
 - 2011 Greenbuild Program Working Group Charge
 - 2011 Greenbuild Special Program Working Group Charge
 - 2011 Greenbuild International Forum Working Group Charge
 - 2011 Federal Summit Working Group Charge
 - 2011 Residential (Summit) Working Group Charge
 - Reviewer Development Working Group Charge
 - Education Provider Quality Control Working Group Charge



2101 L St. NW
Washington, DC 20037
T: 202 828-7422
F: 202 828-5110
www.usgbc.org

MINUTES

NOTE: a solicitation of USGBC members with interest in serving on event related working groups will advance in the coming month.

III. Reports

- Rebecca reported that USGBC Executive Committee has agreed that the filling of the two ESC vacancies should be done as part of the annual solicitation at the end of this year.
- All education related committees are asked to provide minutes from their monthly meetings and any agenda items for ESC approval at least 10 days in advance of ESC scheduled meetings. Reports will be provided to ESC for informational purposes. Only ESC minutes are considered official minutes to be posted on the USGBC web site.

IV. ESC 2011 Action Plan

The ESC reviewed the Retreat action items and agreed on the following task teams to develop Working Group Charges for each of the following focus areas. Once the Charges are reviewed and approved by ESC, Working Groups will be formed to advance the work, if needed.

- **Advance Thought Leadership:** create mechanisms and organizations to co-convene discussion that advance innovation. Kathy (leader), Paula, Peter Iram, and Karol.
- **Raise Awareness and Support for the USGBC Education Vision and Goals:** create key messages and improve linkage with the board and other key stakeholders. Jean (leader), Jennifer, Lynn, Rebecca
- **Create a Green Building Education Agenda:** building on existing materials and the work of other collaborating organizations develop a position paper that will have a similar impact to that of the USGBC's National Research Agenda on raising awareness of the need and importance for green building education. Marge, Peter, Rebecca
- **ESC Charter Related Items that have immediate start-up focus, however, once underway are considered ongoing:**
 - Enhance linkage with other Steering Committees: improve connection and communications between all USGBC Steering Committees. Rebecca, Joel, Lynn and Dana.
 - Monitor USGBC Education annual plan to ensure overarching goals and priorities are being met. 2011 plan will be provided to ESC on the October call. Rebecca
 - Enhance financial viability of USGBC Education through resource identification that will increase "access to learning by all". Begin work after the 2011 work plan is finalized.
 - Review and advise on the Market Research Study. Underway.
 - Advise on prioritization of education related committee work. Ongoing.

Meeting adjourned at 4:06 p.m.