MINUTES

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

Education Steering Committee

Meeting date: September 1, 2010 conference call
Time: 2:30 – 4:00 p.m. EST
Minutes approved: October 6, 2010

Member	Title	Attendance
Marge Anderson	ERC Co-Chair	X
Projjal Dutta	EEC Co-Chair	
Jennifer Eaton	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 N. Simon	Member Seat	X
Joel Ann Todd	LSC Rep	X
Jean Valence	ESC Co-Chair	X
Paula B. Vaughan	EDTC Co-Chair	X
Staff		
Rebecca L. Flora	ESC Co-Chair	X
Karol Kaiser	EDTC Co-Chair	X
Kimberly Lewis	EEC Co-Chair	
Thom Lowther	ERC Co-Chair	X
Chris Pyke	RAC Co-Chair	

Add'l Staff- Sarah Turner, Kate Edwards, Jennifer Schill

Jean Valence called the meeting to order at 2:35pm. A quorum was present.

AGENDA

I. Open Round and Conflicts
No conflicts declared.

II. Action Items
August 4, 2010 meeting minutes were approved by consent.

III. Market Research Survey: update provided by Jen Schill and Karol Kaiser
Survey- closed on 8/27 with 7,000 responses, 30 interviews were logged by staff and consultants with a cross-section of stakeholders. A report will be completed by the end of the month and a presentation will be provided to the ESC on the next call.

IV. ESC Action Plan for 2011: the following topic areas were approved as part of the August minutes as an outcome of the July planning meeting. Each team is working to define a clear definition of the topic area and the objectives associated with each

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

along with a preliminary work plan (the charge). Once the "charge" is developed by each team and agreed to by the ESC, working groups or task teams will be formed to advance the charge/action item. The following is a list of action areas and existing teams:

a. **Advance Thought Leadership:** Kathy (leader), Peter, Paula, Iran and Karol. A call was held by the team who proposed ideas on how to advance this topic. They will return to the group with a clear Charge for this area.

b. **Raise Awareness and Support for the USGBC Education Vision and Goals:** Jean (leader), Jennifer, Lynn, Rebecca. No activity to-date. Jean will take the lead on drafting a message to the board.

c. **Create a Green Building Education Agenda:** Marge, Peter, Rebecca. No activity to-date. A call will be scheduled by Rebecca.

d. Other ESC Charter related items that are considered a priority in 2011:

i. Linkages between Steering Committees – Joel, Dana, Lynn and Rebecca. Rebecca will schedule a call to discuss.
ii. USGBC work plan for 2011 will be provided by Rebecca for the October 6 ESC call.
iii. Market Research report will be presented on the October 6 call.

V. Committee and Representative Updates:

a. LEED Steering Committee (Joel): work is focused on LEED 2012 document for public comment readiness. Joel and Lynn (ESC rep to LSC) will work to help identify potential 2012 related topic areas for education.
b. Chapter Steering Committee (Dana): Chapter Delivery Partners Planning meeting in August resulted in formation of three task teams that Rebecca reported are all moving forward with an end of October deadline October to finish work. Collaborating Chapter representatives were also included in the Task Teams and August Planning meeting.
c. Education Events (Kate): Work proceeding on all events for 2011.
d. Education Training and Development (Paula/Karol): focused on courses and products that are of highest priority for 2011 to meet current needs.
e. Faculty (Rebecca): Faculty retreat held in August and 3 Task Teams were formed to work on key issues: flexibility around the curriculum; increased leveraging of Faculty; and, Chapter-Faculty relations. Work is proceeding in all areas with an end of October deadline for completion of work.
f. 3 task teams were formed at the retreat
g. Education Review (Thom)- focused on ways to expand services and improve workflow for review of courses. Advanced offerings remain a gap in the system.

VI. **Closing Round** – next call October 6, 2010.

Meeting adjourned at 3:28pm.