



2101 L St. NW
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MINUTES

Education Steering Committee

Meeting date: March 2, 2011 conference call
Time: 2:30pm – 4:00pm EST
Minutes approved: April 6, 2011

Member	Title	Attendance
Marge Anderson	ERC Co-Chair	X
Amit Bandyopadhyay	Member Seat	X
Projjal Dutta	EEC Co-Chair	X
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:		
Thom Lowther	ESC Co-Chair	X
Karol Kaiser	EDTC Co-Chair	X
Kimberly Lewis	EEC Co-Chair	X
Chris Pyke	RAC Co-Chair	Absent
Ryan Snow	ERC Co-Chair	X

Add'l Staff – Sarah Burrell, Kate Edwards

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

Agenda

1. **Opening Round and Conflicts**
No conflicts of interest were declared
2. Action Item: February 2, 2011 meeting minutes were approved by consent. Paula Vaughan motioned, Jennifer Eaton second.
3. Action Item: 2011 ESC Retreat Agenda- Marge Anderson
 - a. July 11, 2011 – Group Dinner
 - b. July 12, 2011 – All Steering Committee meetings, including ESC
 - c. July 13, 2011 – All Education Committee meetings.
 - d. Kate Edwards will follow up with ESC mid-march on final schedule.
 - e. ESC agreed for Thom Lowther and Marge Anderson to get together with other chairs of steering committee's to discuss the beneficial connection and schedule to meet between the committee's at the retreat.



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- f. Thom Lowther will pass on ideas from ESC of retreat to ExComm
 - g. Kate Edwards will reach out to staff liaisons to schedule a call to meet at the July retreat.
 - h. If there are additional questions or comments about the retreat from ESC to contact Sarah Burrell, Thom Lowther or Marge Anderson.
4. Action Item: ESC Call for Nominations – Jean Valence and Jennifer Eaton
 - a. Amit Bandyopadhyay appointment as representative member to ESC was welcomed by Jean Valence and ESC. Amit gave a briefing on his accomplishments and background as it applies to ESC.
 - b. Marge Anderson's appointment as Co-Chair to ESC. ESC welcomed Marge.
 - c. Seat vacancy recommendations – ESC recommended not putting forth seat vacancies until more information is provided. ESC's consensus to fill the seat next year, in the summer or later on. Motion to recommend to Excomm that Dana Kose be an at- large member on ESC for a 2 year term. Joel Todd motioned, Iram Farooq second.
5. Action Item: ESC 2011 Action Plan Update: "Raise Awareness and Support for USGBC Education Vision and Goals."
 - a. ESC suggest simple format to compile information and responses from questions to the board.
 - b. Consensus to redefine what we are looking for in documenting these responses.
 - c. Paula Vaughan will inquire about assistance from her IT on documenting format for responses received from board.
 - d. ESC for now to continue to send responses to Sarah Burrell and she'll update the spreadsheet.
 - e. Joel Todd and Lynn Simon to continue to discuss responses.
 - f. Marge Anderson and Thom Lowther will do a summary sheet. Thom Lowther to send out already submitted ideas and thoughts to board members who have not answered questions or responded. (?)
6. Greenbuilding Education Agenda –Peter Morris:
 - a. The Green Building Education Agenda and the proposed USGBC Greenbuilding Education Network Project share many common objectives.
 - b. Consensus to review the commonality of the two agendas.
 - c. Peter Morris will meet with Ryan Snow to explore common details between the two agendas. .
7. Information from Board Meeting- Thom Lowther
 - a. Agreement that Education have more of a voice in future board meetings. We need to explore options to determine how this may be accomplished.
8. Committee and Liaison Highlights
 - a. Education Events Team/ Greenbuild and Government Summit – Kimberly Lewis.
 - b. Kimberly Lewis asks for representatives from ESC to attend Government summit on May 11, 2011.
 - c. Kimberly Lewis asks that ESC give guidance and feedback for Greenbuild 2012.



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Meeting adjourned at 4:09pm E.T