Present: Lisa Poma, Dave Reimbiesa, Laura Tripp, Diane McClure, Robin Foreman (for Ken Martin), Jody Michael, Dale Weighill and Becky Gale-Gonzalez

Absent: Larry Juchartz, Carri Farah, Chuck Wade, Wendell Brandon and Desiree Londrigan

Welcome: Lisa opened the meeting. The minutes from the 2/28/13 meeting were reviewed and approved as published.

Action Item Follow-up/Board Policy on Recycling: Lisa reported that Oakland Community College is the only community college in Michigan that has a formal board policy on recycling. The other seven community colleges that reported back to her do not have a board policy in place. However, Washtenaw Community College and Muskegon Community College do have institution-wide recycling programs. Lisa did some additional internet research and found several examples of recycling policies at community colleges (and a couple of universities) that address recycle programs on college campuses. She will scan OCC’s policy and the other policies she found into a PDF and add it to our Google docs folder.

Project Charter: Dale indicated that we still need to develop our project charter. He suggested we do a brain-storming exercise during the meeting to develop some key goals/priorities to help us do this. When the results of the exercise are compiled, Larry Juchartz has volunteered to review them and work on a draft charter for our next meeting.

Other Discussion: Lisa talked about an upcoming Michigan Recycling Coalition Conference. She suggested sending a couple of people who could bring back ideas to the team. There was some discussion about the timeline for this project and the need to work hand-in-hand with Physical Plant in terms of the recycling program that Tim Broomfield discussed with us. There was a suggestion that the team visit Washtenaw Community College and/or Oakland Community College to see the recycling programs they have in place or have someone from their recycling team present an overview of their program at one of our meetings.

Wrap-up: Lisa thanked everyone who has been at the meetings. She asked team members to encourage those who have missed meetings to join us.

Charter Development Exercise: Dale explained the exercise. He placed ten flip charts on the wall with one question on each (see list below). He asked team members to respond to each question by writing a word(s) or sentence on a sticky note and placing it on the flip chart. After all the responses had been posted, team members were asked to put a colored dot next to the one or two responses that most resonated with them. The results of the exercise will be published in a separate document that will accompany the distribution of the meeting minutes.
Questions:

1. What problem are we trying to solve?
2. What is our goal for this project?
3. What will success look like?
4. What values are important to us as we work on this?
5. Who will benefit from the success on this project?
6. Why does this project appeal to you?
7. Why is this project important?
8. What opportunities does this project present?
9. What areas of strength does the College have to build upon that relate to the challenge/problem we are addressing?
10. What challenges (weaknesses) does the College face as we address issues involving Green Initiatives and Recycling?

Next Meeting: The next meeting will be held on Friday, April 12, 2013 at 12:00 noon in the CTL.