SSI FEE BOARD MINUTES | AUGUST 18, 2014

DETAILS

Minute Taker: Nick Silva
Timekeeper: Nick Silva
Present: Emily Bowling, Jen Christion Myers, Kim Helm, Patrick Mahedy, Maia Penchansky, Cassidy Radloff, Nick Silva, Brandon Trelstad
Absent: Andrew Futerman, Danielle Marias

AGENDA

Announcements, presented by Jen Christion Myers (5:00-5:15)
Research Grant Update, presented by Kim Helm (5:10-5:20)
Revolving Loan Fund (RLF) Update, presented by Brandon Trelstad and Jen Christion Myers (5:20-5:30)
Research Grant: Corvallis Bike Share, presented by Jen Christion Myers (5:30-5:45)
Professional Development Grant Review: Olivia Poblacion, presented by Cassidy Radloff (5:45-6:00)
Professional Development Grant Review: Ali Aburas, presented by Cassidy Radloff (6:00-6:45)
Wage Grant Review: Eco Reps, presented by Cassidy Radloff (6:45-7:00)

MINUTES

ANNOUNCEMENTS – 5:00 TO 5:20

DISCUSSION
- Sustainability Happy Hour on Thursday, August 21 at 5:15, at the downtown American Dream rooftop
- SSI Fall Training: Thursday, September 11th 9-12 AM Staff and Fee Board Introductions
- SSI Fall Training: Friday, September 12th 2-3:30 PM Envisioning a Sustainable Campus
- SSI Fall Training: Monday, September 15th 2-5 Campus Sustainability Tour & STARS overview
- SSI Fall Training: Tuesday, September 16th 2-4 PM Seizing Opportunities to Actualize Social Justice in Our Work, 4-5 PM Sustainability through a Social Justice Lens
- SSI Fall Training: Friday, September 19th 1:30-4 pm United Day of Caring Service Project
- SSI Fall Training: Monday, September 22nd 9-10 AM Intro to SIFC & SSI Fee Board

RESEARCH GRANT UPDATE – 5:20 TO 5:30

DISCUSSION
- Temperature Check: Diverting Plastics from the OSU Waste Stream, Nick Jursik. Progressing well. He has 26 hours left. He is confident that he will finish. Very good at doing time sheets.
• Temperature Check: OSU Student Food Insecurity Experiences, Juliet Sutton. The major concern is the IRB approval has been delayed (projects with human subjects need additional permissions). We haven't heard back about her progress getting permission to do the project. She has to adjust her timeframe. Kim Helm will follow up tomorrow. More follow-up at next meeting.
• How should we handle the IRB Process in the future?
• Temperature Check: Creating Compression-Molded Biocomposite Board from Apple Pomace, Virginia Gouw. Her timeframe has changed because she returned to Indonesia. A lot of people are using the machine she needs for her research, which has slowed her progress. She has adjusted by working on the weekend and off hours. She has 80 hours remaining.
• Temperature Check: OSU-Specific Carbon Footprint Calculator, Anny Kelly. She is also waiting for IRB approval. She met with the leader of Energize Corvallis and they are excited to work together.

REVOLOVING LOAN FUND UPDATE – 5:42 TO 5:52

DISCUSSION
• Brandon Trelstad introduced the Revolving Loan Fund to the Board. We are working to finalize the loan process with AABC, which should be done by the end of September. Two projects were approved by previous Fee Boards (Salmon Disease Lab and LeSells Stewart Center). Both projects are ready to go, waiting for financing from RLF. They total $470,000, however, so the current $300,000 cap needs to be changed with SIFC approval if both projects are to go through.

RESEARCH GRANT: CORVALLIS BIKE SHARE – 5:52 TO 6:10

DISCUSSION
• Temperature Check: They are at a crossroads and need Fee Board guidance. The background research for this project is 90% done. They are waiting for IRB approval to process stalling further progress. Two team members dropped off the project. The two remaining members have a lot of responsibilities already. Roles need to be reworked and they need some assistance from people that are currently on campus. They are concerned that they will have difficulty contacting campus resources. The entire team has logged 25.5 hours since June 16th.
• 4 options that the team leader proposed: 1. Others connected to the SSI could join the project and conduct the market research. 2. Project extension. Most team members will leave. 3. Project hold to wait for more students. 4. Discontinuing the project.
• The Fee Board agrees that the project cannot go on as is and that the project should be defunded to allow for funding of other projects. If they create a new plan they should re-apply for funding.

DECISION(S)
(a) Nick Silva moved to discontinue funding for the Corvallis Bike Share Research Grant
(b) Vote was unanimous in favor
(c) motion passes

PROFESSIONAL DEVELOPMENT GRANT REVIEW – 6:10 TO 6:30

DISCUSSION
• We had previously approved funding the proposal over email, but now we are doing a vote in person.
• Emily Bowling noted that the application was late according to our policy for air travel.
• If the student purchased air tickets independently of the approved OSU travel agents then there are additional issues, even if we agree an exception can be made. Most things are easy
to set up as a reimbursement, but airfare this is more difficult. The 55 days factors in board meetings and administrative factors.

- Set as agenda item next meeting to address how we are going to handle these cases in the future.
- We will consider funding lodging and fees rather than air travel.

**DECISION(S)**
- (a) Nick moved to partially fund Olivia Poblacion’s Professional Development Grant in the amount of $150
- (b) vote was unanimous in favor
- (c) Motion passes

**PROFESSIONAL DEVELOPMENT GRANT APPLICATION** – 6:30 TO 6:36

**DISCUSSION**
- The board agrees that this application has very little relation to sustainability
- Scored a 15/100 on the grant review matrix

**DECISION(S)**
- Ali Aburas’ Professional Development Grant application was not funded

**ECO REP WAGE GRANT APPLICATION** – 6:36 TO 7:27

**DISCUSSION**
- Jen Christion Myers wanted to see the spending report for the FY14 Eco Rep funding. Brandon Trelstad projects that the program won’t reach the funding cap this year and he would be more than happy to provide a mid-year report. He also provided projected expenditures for FY15.
- Previous fund used only $2,756.94 of $5,000 because of staff turnover
- How were the funds divided? UHDS didn’t want to spend more than $1,000, SSI came to the table with $1,000, Pepsi Sustainability Fund contributed $2,800 in addition to another $500 from Campus Recycling. The Sustainability Office contributed $500.
- This is a late application, so the Board will consider partial funding
- Dorms with Eco-Reps won national conservation competitions.

**DECISION(S)**
- (a) Nick Silva moved to partially fund the Eco Rep Wage Grant in the amount of $500
- (b) vote was unanimous in favor of the motion
- (c) the motion passes

**NEXT MEETING**

**DECISION**
- The next meeting will be on August 25th, 2014 from 5:00 PM to 7:00 PM at the Student Sustainability Center.