Date: Tuesday, November 18, 2014

Place: Engelmann 242/248

Time: 1:00 – 2:00

**AGENDA**

1. Timeline status check
2. Updates:
3. Department Representative Status Report [All team members]
4. Sustainability Training [Kate/John]
5. Communication/E-blast for November - Transportation [John]
6. Multi-function leased copier duplex printing default [Beth/Peter]
7. Break Rooms [Kurt/Mary]
8. 100 % Recycled Paper [Peter]
9. Green Office Certification Credits
10. Review selection of green credits
11. In depth discussion of IT and Waste credits
12. Other/Next Steps

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| **FAA Green Team Members** | |
| **FAA Representative** | **FAA Department Representing** |
| Peter Alexopoulos [co-chair] | BFS-Budget & Planning |
| Vacant [co-chair] |  |
| Cal Stoffel | FP&M-Campus Planning/VC’s Office |
| Beth Schaefer | University Information Technology Services |
| Betsy Caban | University Information Technology Services |
| Mary Luebke | Internal Audit |
| Courtney Churchill | University Police |
| Tammy Johnson | VC’s Office [Chapman Hall] |
| Amanda Thompson | Human Resources |
| Simone Dietzler | Legal Affairs |
| Kristin Fekete | Business and Financial Services |
| Monica Rodriguez | Business and Financial Services |
| John Gardner | FP&M-Facility Services |
| Kurt Young-Binter | FP&M-Facility Services |
| Kim Axtman | FP&M-University Safety & Assurances |