**FAA Green Team Kickoff Meeting**

Date: Thursday, April 17, 2014

Place: Engelmann 242/248

Time: 2:00 – 3:15

**AGENDA**

1. Introductions [10 min]
2. Overview of Green Office Certification by Kate Nelson [20 min]
	* Components of certification
	* Sustainability training (timing/volunteers)
	* Sustainability Symposium
3. FAA Green Office Certification Action Plan [30 min]
	* Discuss major action items and timeline
	* Discuss near term/long term tasks
		1. General Information
		2. Prerequisites
4. Questions/Identify Next steps [15 min]

Green Team Members Include:

Lora Strigens – Campus Planning [co-chair]

Peter Alexopoulos – Office of Budget & Planning [co-chair]

Cal Stoffel - VC's Office
Betsy Caban – University Information Technology Services
Beth Schaefer – University Information Technology Services
Sandra Lind - University Information Technology Services
Mary Luebke - Internal Audit
Courtney Churchill - Police
Belinda Ricco – Human Resources
Catherine Carter – Human Resources
Simone Dietzler - Legal Affairs
Kristin Fekete – Business and Financial Services
John Gardner – Facilities Planning & Management