**USF Student Green Energy Fund Council**

****

**Friday, October 20, 2023, Recreation Center Conference Room**

**Time: 1:00 pm – 2:30 pm**

**Meeting Minutes**

**In attendance:**

Ray Gonzalez, Chris Marks, Kebreab Ghebremichael, George Philippidis, Marie Bowen

Olivia Brennan, Alana Mayott, Adriana Mayr Mejia, Ethan Walsh, Mauro Sempere Sanz, Guilherme Dourado Días De Carvalho, Jay Souza (Chair)

**Absent:** Leno Planincheck

**Observer(s):** Vicky English

Meeting was called to order at 1:05 p.m. Jay Souza announced that he would serve as new Chair of SGEF. Carried out roll call and Council introductions. Still need **one** Student Council and **one** Faculty Council Alternate

**Charter review**

Newest Charter (approved 2022) was reviewed and important points emphasized

**Budget Status**

Reviewed past year’s financial reports and projects that closed or on hold. Jay commented that Tampa Campus has $5.5 Million in reserves and asked Council for ideas on how to push reminders out to campus groups to submit proposals. SGEF proposals open to all USF

**Project Status Update**

Biodiesel Phase II: On hold since COVID

Roadway & Parking LED: Not completed. Waiting for poles to change from fiberglass to aluminum

Electric Bus: One bus on the street

NBG Marketing: Offset carbon for credits, “Neutralize Bull Gas”

Tree Mapping: Geo-mapping of trees almost completed

Recycling Signage: Funding completed in 2021

Smart Parking: SGEF has smaller piece of project now that it has shifted to CITF and now assigned to Facilities. Software needs to merge w/USF systems to recognize cars, spaces (currently running pilot with garage and 2 surface lots)

Metering Project: Complete. Tracked some of USF’s “energy hog” buildings for a year to now present savings, evaluate these buildings and make improvements

Electric Bus II: Original proposal was for 2 buses. Big expensive project so only one bus completed. Proposal sent for second bus but original company went bankrupt (Protera). Costs have gone up, need to get updated quotes

It was noted that SGEF does not support maintenance amounts; that is a department’s responsibility.

**Flow chart of process**

Jay reviewed current flow chart of process and will require QUARTERLY check-in/presentation by project managers at SGEF meetings. Specific criteria: scope, budget, whether on schedule to complete

**Solicitation of new projects**

Council discussed ways to engage faculty, staff and students to submit project proposals. Reviewed current proposal form. Council determined the need for a simplified form for an initial submission. If a project meets Council’s criteria and Council wants to move forward, Suchi Daniels would then assist with the longer form that includes budget and more details.

*TO DO*: Draft one-page form that contains summary of project, name, how project contributes to energy/sustainability.

**Marketing of SGEF**

Students pointed out that SGEF website is outdated and complex to navigate. SG has a marketing area and can assist. Olivia will add proposal announcement to monthly USF Health newsletter. Marie Bowen also has an internal marketing group that can help push out SGEF message.

Jay will work with Renee in UCM to revise website content (should be 2-3 clicks). Other suggestions included:

* Add Teams link for future meetings to website
* Use materials from past campaigns
* stronger digital presence (Muma, USF entrance board, Patel, MSC)
* Tabling at events
* Continue with social media presence
* Leverage relationships with other USF departments to push out information
* Reach out to environmental clubs, Marine Biology, Honors College, International
* Bigger outreach to teach students importance of their fee

**Announcements**

Future SGEF meetings will be held as *Hybrid*

Next meeting scheduled for November 17. No December SGEF Meeting due to Winter Break

Council members will be added to Box folder and Canvas Course

**Meeting adjourned at 2:34 p.m.**