### 1. Approve Minutes from May 7, 2019

**APPROVED**

### 2. Energy & Sustainability (Sheikh Nayeem)

- Goal for Academic Affairs: Integrate sustainability into curriculum
- Various topics: water/energy/waste & e-waste/transportation management, Climate Action Plan
- Partnered w/ the City of Vallejo
- Example of a student project: Water Management Plan
  - Special fixtures on all faucets to limit water waste
  - Students & Faculty participants were on the Sustainability Committee (Ryan Storz, Larry Bienati, Kevin Mandernack, Steve Runyon)
  - Introduced reusable water bottles to campus (participated in competition and our sustainability logo won first prize)
- Additional opportunity for students to get involved: Lighting Audit & Savings
  - Looking for ways to lower consumption
  - Have a possible 3rd party investor
- EV Chargers in parking lots around campus
  - Funded by PG&E
  - Goal: 27 by Fall 2020
- Waste Management
  - Looking into a Composting Project
  - New signage & bins
  - Looking into a plan for e-waste
  - Encourage “Energy Star Rated” purchases
- Ideas for integrating into the Curriculum:
  - Write papers
  - Participate in projects around campus (such as the Water Management Plan)
  - Develop Apps that help monitor data & usage
  - Offer elective classes
  - Data collection & analytics
  - Introduce sustainability journals to the Library
- Some form of assessment must be done to show student participation
- Recommended to go through Dinesh Pinisetty to get Faculty involvement & spread awareness
- We need to combine campus efforts
- **Should be an area of focus for the President’s Mission Achievement Grants**

Presentation from Sheikh Nayeem, Director of Energy & Sustainability

### 3. Computer Refresh (Opp)

- List of computers 5+ years or older
- Still working on updating the list for 2020
- Requested an additional 8 computers for Academic Affairs
  - 6 New Faculty, 2 New Staff

2019 Summer Computer Refresh List - Handout
4. Managing Up (Opp)

- **Do Your Homework**
  - Be prepared for questions
  - Do research (go in w/ data & knowledge)
  - Know the history/background

- **Plant the Seed**
  - Nobody wants to be the last to know
  - Remove the shock when making the ask

- **Bring Solutions/Not Problems**
  - Ideas towards a solution
  - Provide various options
  - Don’t transfer the monkey to someone else’s back

- **Make it Easy to Say “Yes”**
  - Suggestions, Recommendations, Solutions
  - Support the Pros, Defend the Cons

Each member of the Provost Council will choose a topic to present to the group

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<th>Action Item</th>
<th>Responsible Person(s)</th>
<th>Comments/Status</th>
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