

Attendees: Hannah Hollinger (Chair); B&L: Sandra Raymond; E: Carlos Soto & Catherine Ninah; FL: Alissa Williams & Sarah Davenport; T: Tolga Ercan; WM: Bradley Brown & DJ Lorence

**Updates:**

- I. New member introduction: Sandra Raymond
  - a. 2017-2018 committee appointment period applications are open. Current SSAC members will have to reapply in order to sit on next year's committee.

**New Business:**

- II. Proposals
  - a. Subcommittees are to review their proposal drafts one-on-one with Yara Watson for in depth feedback.
- III. Presentations
  - a. Members are to utilize provided resources to develop a professional presentation on their project. The rough drafts shall be submitted to webcourses, and a practice run of their presentation shall be scheduled with the Chair for the following week.
    - i. The practice run will allow for discussion and feedback on the presentation before being chosen to present to stakeholders.
    - ii. The best date and time for the stakeholder presentation was deciphered, March 28<sup>th</sup> at 3pm.
- IV. Funding
  - a. Members are to utilize provided resources to begin looking for funding avenues. They are encouraged to attend the Student Sustainability Coalition meeting on Thursday, March 2<sup>nd</sup> in Student Union 221 where Clay Ferrara with IDEAS for Us will present on micro grants.

**Action Items:**

- Webcourses deadlines for presentations are quickly approaching.
- Begin considering funding avenues and transition materials.
- New member introductions next meeting.

**Next Meeting: March 28<sup>th</sup> at 4:30pm in BYC 101.**