1. **Meeting called to order.** Aimee Franklin called the meeting to order.

   *In attendance:* Noel Brady, Aimee Franklin, Sophia Morren, Trent Brown, Mary Beth Allen, Susan Lauterbach.

   *Special Guest:* Chris Terbrueggen (OU Daily).

2. **Approval of Minutes.** The minutes of the December 03, 2003 meeting were approved.

3. **Discussion Items.**

   (a) Sub-committees gave reports.
   
   - Aimee gave updates on certificates for staff award week.
   - The ECC will give a short presentation to the staff during the Staff Awards Week (last week in April).
   - Noel and Sophia postponed report on potential partner groups within OU until the March meeting.

   (b) Outcome of Spring 04 Focus Discussion:
   
   - Discussed the possibility of looking into green building initiatives/practices (on other campuses) and seeing if there are any that OU could adopt. Trent indicated that there are no new major building plans on the OU campus in the near future, and that it is perhaps too late to affect current campus building projects.
   - Identify ongoing efforts to reduce energy consumption on campus, and determine if there are additional incentives which OU could implement. (water conservation, power conservation, etc)
   - Recycling on campus. We focused on the lack of recycling facilities at apartment complexes like Yorkshire. Mary Beth agreed to contact Greg at Recycling. Trent agreed to call Suzie Shields to look into sources (DEQ) of grant money for recycling. Need large recycling containers. Sophia will call The City of Norman about recycling containers/recycling service. Our Earth has some money for small recycling bins around campus.
   - Noel and Aimee agreed to think about ECC running a monthly newsletter/email program, to inform campus personnel about environmental issues, provide energy saving tips etc.
   - Sophia mentioned that the Oklahoma Sustainability Conference is held on the OU campus on March 12 this year.

4. **Action Items.**

   Approval of End of Year Report (presented by Sophia).

5. **Tabled Items.**

   None.

6. **New Business/Agenda Additions.**
(a) Sophia suggested that we might want to change the mission statement of the OU Environmental Concerns Committee, to reflect the fact that we tend to focus more on goal (B) of the Article II of the Constitution (promoting awareness of energy and other resources conservation) rather than on goal (A) (advising the president of the University on environmental issues). Our current mission statement (on the web-page) lists (A) as the primary goal, and does not list (B) at all.

(b) Sophia will check with either IT or Public affairs to see who has access to the ECC web-page.

7. **Announcements/Informational Items.** The next meeting will be held at 3:00pm on Tuesday, March 02, 2004.