**GPSEN Coordinating Committee Retreat Minutes**

**Thursday, September 10, 2015**

**11:00 am – 4:00 pm**

**PCC Sylvania, HT 213**

**PREP:**  Read minutes; review agenda and supplements; prepare committee reports

**In attendance:**  (X – present):

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| X | Lin Harmon-Walker | X | LeRoy Patton | E | Heather Spalding |
| X | Dave Kunz | E | Bruce Podobnik | X | Grace Taylor |
| X | Laura Kutner |  | Briar Schoon | E | Rachel Willis |
| X | Gary Obermeyer | X | Kim Smith |  |  |

**Guests:** Kyoko Shiota, Suzanne Tom

|  |  |  |  |
| --- | --- | --- | --- |
| **Action items** | **Person(s) responsible** | **Due Date** | **Status** |
| Work on grant proposals & concept papers | Laura and Development Committee | Oct 8 | In process |
| Provide finished descriptions of internship positions and processes. | Jacob | Sept 23 | In process |
| Send videos for Youtube channel to Suzanne | Coord Comm | Sept 25 | In process |
| Merge partner fees and forms for launch | Briar, Keith, Gary, and Partner WG | Sept 29 | X |
| Migrate website and keep committee updated | Gary and Keith | Sept 29 | X |
| Review website and provide feedback to Keith | Coord Comm | Sept 20 | X |
| Write up letter to reinstate U.S. funding to UNESCO | Kim | Sept 10 | X |
| Add new vision, mission, objectives, etc. to website | Kim | Sept 28 | X |
| Review Annual Plan | Committee | Sept 28 | X |
| Invite partners to attend Partner Meeting | Committee | Sept 30 | X |

**Introductions**

**Logistics**

1. Notetaker: Was not established Facilitator: Kim Smith
2. Reviewed group dynamics and decision-making process
3. Agenda content and time confirmed
4. August minutes approved

**Updates and Discussion**

A. Reviewed action items from minutes

B. Grant proposals- Laura

1. Grant opportunities being researched. Several new possibilities.

2. Proposals are in development

3. Concept paper for the Heroic Imagination Project is drafted.

C. Web Design – Gary

1. Gary and Keith are making a lot of progress on the new website. Gave a tour of the new features.

2. Several tasks needed: merge forms; update the “About us” page with new objectives; and connect News with Events calendar and Blog

3. Committee can review website: <http://testing.gpsen.org/>.

D. Partnership fees and benefits – Briar

1. Briar was not able to attend meeting

2. Briar, Keith, and Gary will meet to confirm the correct categories and language for Partner Fees and Benefits

**Review Vision, Mission, Objectives, and Global Action Plan Priority Action Areas**

A. Discussion

1. Evaluated the vision, mission, and objectives, with where we are now, in our structural transition and with new board members.

2. Considered our own regional needs, in light of the GAP’s Priority Action Areas and the RCEs of the Americas Strategic Plan

B. Decisions

1. The Board revised the vision, mission, values, and objectives as follows:

**Vision**

GPSEN envisions a healthy, just, and thriving region where education for sustainability is prioritized and integrated across sectors; and where everyone has opportunities to shape a sustainable future.

**Mission**

GPSEN connects diverse organizations in a collaborative network that multiplies our collective capacity to educate, empower, and engage for a sustainable future.

**Values and Principles**

* Sustainability (People, Planet, Prosperity, Peace, and Partnership)
* Inclusive participation
* Equity and Environmental Justice
* Transparency and Accountability
* Innovation
* Transformative learning

**Challenges**

We will continue to address regional E6 challenges related to education, environment, economy, equity, empowerment and engagement.

**Global Action Programme on ESD Priority Action Areas**

1. Advancing policy by mainstreaming ESD
2. Transforming learning and training environments through whole-institution approaches
3. Building capacities of educators and trainers
4. Empowering and mobilizing youth
5. Accelerating sustainable solutions at the local level

**GPSEN Goals and Objectives**

**Goal 1.** Continuously build and maintain a vibrant and diverse regional cross-sector network of individuals and organizations advancing education for sustainability together

**Objective A.** Establish partnerships that facilitate inclusive and culturally diverse participation and collaboration across sectors and organizations

**Objective B.** Convene events where everyone is welcome to discuss and share ideas related to ESD and social equity issues

**Objective C.** Share research and innovative practices in ESD to promote partnerships, learning, whole institution approaches, and advancements across the region

**Objective D.** Model our values in our GPSEN practices and processes

**Goal 2.** Advance the development of lifelong sustainability learning opportunities in formal, non-formal, and informal education, training, and public awareness

**Objective A.** Develop and provide access to an array of ESD information and resources through online platforms

**Objective B.** Create and promote ESD programming and curriculum that meet the needs and skill sets of a diverse audience

**Objective C.** Create and support opportunities for ESD capacity-building and workforce development

**Goal 3.** Increase public awareness about regional sustainability issues and the role of ESD in shaping a healthy, just, and thriving future

**Objective A.** Develop and implement outreach strategies that raise public awareness and increase involvement in ESD

**Objective B.** Create opportunities for public dialogue on ESD policies and issues

**Goal 4.** Support capacity building to develop global citizens who will steward our region for current and future generations and foster trust and healthy relationships in communities

**Objective A.** Offer leadership development and engagement opportunities

**Objective B.** Create and promote ESD service-learning projects

**Objective C**. Develop networks that empower and mobilize youth to engage in their communities

**Goal 5.** Identify and secure funding sources to support resource development and staff capacity to achieve the mission of the RCE

**Objective A.** Work with the Development Committee to identify priorities and opportunities

**Objective B.** Hire staff to meet operational needs

2. The new vision, mission, values, and objectives will be added to the new website – Kim

**Lunch in Learning Garden- tour of VBC sites**

**Development of Annual Plan**

A. Overview of Past Action Plans– Kim

B. Discuss 2015-2016 Calendar

C. Group Discussion and Recommendations

1. There was not enough time to go through all of the action items and establish our annual plan. Identified the process and core structure of the spreadsheet, for establishing our annual plan.

2. Kim and Lin will review the old action plans, sync them up and send them to the committee for review.

3. Subcommittees and working groups can identify specific objectives, outcomes, and metrics for the year and longer term actions.

**3:50 Appreciations and Announcements**

A. Kim expressed gratitude for all of the work that people have put into their committees and working groups, recognizing that we have come so far this year. We have one more big push to get the website and partner model ready for the Partner Meeting. Then, we will work on building staff capacity to meet our operational needs.

B. Partner Meeting

**GPSEN Partner Meeting**  
Wednesday, September 30  
4:00 pm - 6:00 pm  
Rose Room, 3rd Floor, City Hall  
1221 SW 4th Ave, Portland, OR 97204   
  
Committee members are invited to share insights on how best to organize the meeting and to do outreach to partners.

**4:00 Adjourn**