**Clean Energy Committee Meeting Thursday November 19, 2015 4:00-5:00PM**

CEC Members Present: Yesha Maggi, Rhianna Hruska, and Jonas Upman

Graphene Project Members: Timothy, Larisa, and Emily

-project given by their class to replicate a Journal of Chemical Education article

-4 sets of batteries so all 4 members will have a chance to do the synthesis

-timeline: Winter Quarter 2016

-they need to order parts and wait for them to arrive at Evergreen

-the group will apply for CEC funding by Monday November 30, 2015

-budget 🡪 put more specific amounts and prices

-have specific estimates then a note at the bottom with plus or minus 10%

-break down materials that can be used in the future

-battery is reusable and thin film bar is too

-will try and get a lab space from the Science Support Center

-will try and talk to Kaile Adney about where these things can be stored

-print list of CEC application questions

-internal CEC organization of having extra documents printed and available at the hearing so applicants will not have to print those out

-hearing location is: SEM II A1105

-help clean the CEC email account 🡪 folders already created

-CEC files have been transferred to our ORCA drive

-SPAR 🡪 transferred from Excel to its own document by project by month

-figuring out the best way to organize the files

-by year then quarter

-unsubscribe from junk emails

-keep in inbox if not sure where things should be placed

-Stephen will establish a labeling convention

-Oregon Higher Education Sustainability Conference for small event funding

-should hear back from OHESC about the CEC panel presentation by November 24, 2015

-hearing: ask how the Graphene group members heard about us

-asked for CEC members to be admins for the CEC wordpress site

-(RCII) Request for Change in Information

-CEERA application will be up by Thanksgiving Break

-Synergy planning will require more student staff group meetings