



MEMORANDUM

TO: Andrew Ericson, Convenor, JCES
FROM: James Beeby, Chancellor
SUBJECT: Committee Charge for 2024-2025 Academic Year
DATE: September 4, 2024

Please convey my gratitude to the committee members for their willingness to serve on JCES for the 2024-2025 academic year.

After a chairperson has been named, please be advised that their primary responsibilities in reference to my office are as follows:

- inform the Chancellor's Office of any changes in committee membership.
- organize and conduct meetings.
- promptly sending meeting minutes to Bobbi Webster (bwebster@uwlax.edu) so that the minutes can be posted on the Joint Committees website. Minutes can be produced by the committee's recorder according to the appropriate by-laws.
- complete a year-end report on the committee's activities to be submitted to the Chancellor's Office no later than May 15, 2025.

The Chancellor's website contains an archive of past minutes and year-end reports (when available) - <https://www.uwlax.edu/chancellor/joint-committees/general-information-on-joint-committees/>

After consultation with colleagues, I ask the committee to enact the following special charges in addition to the traditional work of the committee:

- Please revise the bylaws to indicate that the Sustainability Program Manager will serve as the convenor for the committee.
- Please review the bylaws for the committee membership and explore options for reducing the size of the committee with a focus on a combination of the roles on campus individuals enact in addition to the traditional governance representation.

Based on your year-end report form 23-24, I'm also charging JCES with the following:

- Research the carbon emission reduction goals of UWL's peer institutions and review and evaluate options and make potential recommendations to the Chancellor regarding potential campus carbon emission reductions. Please work with institutional research to garner a list of peer and aspirational institutions and please include cost estimates associated with emission reduction plans.
- Identify opportunities and needs related to the 2024 Climate Implementation Plan and suggest to the Chancellor action steps associated with specific goals.
- Prioritize the list of the year-end's report for "additional ideas for continued work" and

suggest 2-4 items for this coming year to the Chancellor.

Throughout the process, I expect individual committee members to consult with their respective governance groups for input and agreement to issues.

If you have any questions about the charges, please feel free to contact me.

cc:

Chancellor's Cabinet
Faculty Senate Chair
Academic Staff Council Leadership
University Staff Council Leadership
Student Association Leadership