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MEMORANDUM

TO: Office of the Provost/Dean of Faculty
FROM: L. David Smith, Director of Environmental Science & Policy
CC: Joanne Benkley, Coordinator ES&P
DATE: July 23, 2008
RE: Summary of October 2007 Retreat

The Steering Committee of the Environmental Science and Policy Program met for a full-day retreat on 9 Tuesday 2007 at the Delaney House in Holyoke, MA. The primary goal of the retreat was to discuss and vote on a proposal for a major in Environmental Science and Policy that had been developed by a working group (Andrew Guswa, Leslie King, Amy Rhodes, L. David Smith) in summer 2007. Additional objectives of the retreat included discussion of (1) the ES&P Program's relationship to the recently approved Center for the Environment, Ecological Design and Sustainability (CEEDS) and (2) staffing needs for the ES&P Program, the Spatial Analysis Lab, and the field station at Whately.

A draft of the proposal for a major in ES&P was distributed to all steering committee members one week before the retreat. The retreat was held during the autumn recess. Sixteen of the 17 members of the Steering Committee attended. Following discussions in the morning, a motion to move forward with the major in its proposed form was approved with 14 in favor, 0 in opposition, and 2 abstentions. The Steering Committee recommended that the working group continue to collect additional data over the course of the semester and refine the proposal with the goal of voting on a final draft to submit to CAP in Spring 2008. In discussions in the afternoon, the Steering Committee agreed that the ES&P Program and CEEDS should have separate directors due to both logistical and political considerations. The Steering Committee also discussed and agreed that: (1) the ES&P Coordinator position needed to be guaranteed as full-time (rather than at its current $\frac{3}{4}$ time); (2) that the Spatial Analysis Lab had grown to an extent that additional support for the SAL Coordinator, in the form of a technician, was necessary; and (3) maintenance of Professor Paul Voss's atmospheric station at Whately and additional logistical support for ES&P faculty wishing to work at the field site required a part-time technician.