

Student Sustainability Council

Meeting Minutes

11/6/18

1) Beginning of Meeting

- a) [7:30] - Reading of the Preamble and Introductions

2) Proposal Presentations

- a) [7:35] - Undergraduate Research Presentation Begins
- b) [7:48] - Undergraduate Research Presentation Ends and Q&A Begins
 - i) Are the past projects archived?
 - (1) Not viewed for public, but can be.
- c) [7:50] - Undergraduate Research Q&A Ends
- d) [7:52] - Soil to the Table and Back Presentation Begins
- e) [8:02] - Soil to the Table and Back Presentation Ends and Q&A Begins
- f) [8:03] - Soil to the Table and Back Q&A Ends
- g) [8:05] - Solar Car Presentation Begins
- h) [8:16] - Solar Car Presentation Ends and Q&A Begins
 - i) Does the budget coming from the SSC matter in the overall budget?
 - (1) Yes
 - ii)
- i) [8:21] - Solar Car Q&A Ends
- j) [8:25] Financial Update Begins

k) [8:25] Financial Update Ends

Proposal Discussions

l) [8:22] - Discussion of Undergraduate Research Begins

i) Took step for measures in the future in case of lack of participants

ii)

m) [8:26] - Discussion of Undergraduate Research Ends

n) [8:26] - Motion to vote on Undergraduate (Motion by [Rachel], 2nd [Joel])

VOTE RESULTS - PASSED - Yes [23] No [0] Abstain [0]

Name	Y/N/A	Name	Y/N/A	Name	Y/N/A
Cameron Baller	Y	Cameron Luker	Y	Emily Hall	N/A
Sophie Beavin	Y	Celia Ritter	Y	Ahmed Hamad	Y
Adam Bourque	Y	Maria Sanchez	Y	Keely Kohen	Y
Maya Collins-Paterson	Y	Megan Von Son	N/A	Cody Jones	Y
Julianna Dantzer	Y	Evan Batty	Y	Laura McAllister	Y
Zoe Gabrielson	Y	Evan Bartley	Y	Tiana The	Y
Macy Hagan	Y	Nickie Cashdollar	Y	Madison Sydnor	Y
Viktor Halmos	Y	Rachel Cook	Y		
Claire Hilbrecht	Y	Claire Crosby	N/A		
Joel Huether	Y	Ashlee Edmonson	N/A		
Isabel Jenkins	N/A	Rachel Finefrock	Y		

o) [8:28] - Discussion of Soil to the Table and Back

- i) Come to us for funding for three years in a row. Maybe give them a warning about coming to us for grant money years in a row.
- ii) Trying to develop partnerships, they are based on their proposal
- p) [8:36] - End Discussion of Soil to the Table and Back
- q) [8:36] - Motion to vote on Soil to the Table and Back (Motion by [Viktor], 2nd [Rachel])

VOTE RESULTS - PASSED - Yes [23] No [0] Abstain [0]

Name	Y/N/A	Name	Y/N/A	Name	Y/N/A
Cameron Baller	Y	Cameron Luker	Y	Emily Hall	N/A
Sophie Beavin	Y	Celia Ritter	Y	Ahmed Hamad	Y
Adam Bourque	Y	Maria Sanchez	Y	Keely Kohen	Y
Maya Collins-Paterson	Y	Megan Von Son	N/A	Cody Jones	Y
Julianna Dantzer	Y	Evan Batty	Y	Laura McAllister	Y
Zoe Gabrielson	Y	Evan Bartley	Y	Tiana The	Y
Macy Hagan	Y	Nickie Cashdollar	Y	Madison Sydnor	Y
Viktor Halmos	Y	Rachel Cook	Y		
Claire Hilbrecht	Y	Claire Crosby	N/A		
Joel Huether	Y	Ashlee Edmonson	N/A		
Isabel Jenkins	N/A	Rachel Finefrock	Y		

- r) [8:37] - Discussion of Solar Car Begins
 - i) Repeat project for a total 31,000 dollars.

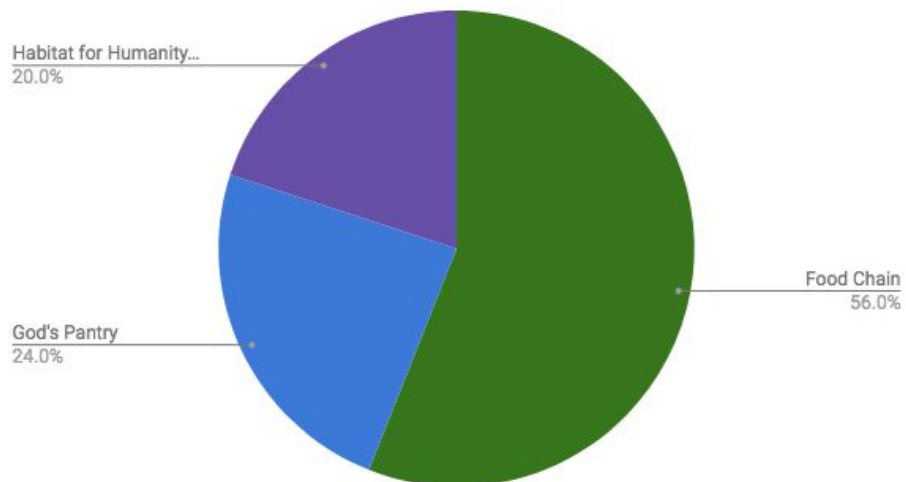
- ii) Set aside as a continuous donor.
 - iii) Trying to accumulate money for the future.
 - iv) Don't actually need money.
 - v) We can apply line item reductions.
 - vi) Vague about travel.
 - vii) Spare parts are necessary for operation.
 - viii) The competition is what makes the car worth it.
- s) [8:47] Motion to extend 1st Zoe 2nd Julliana
- i) Stipulation on funding
- t) [8:52] Motion to extend 1st Viktor 2nd Rachel
- u) Motion to tell the solar car team to look for other funding for the next year if funded. Not voted on.
- v) [8:57] Motion to extend 1st Zoe 2nd Cameron
- i) Just fund initial 4,000 for car part
- w) [9:02] Motion to extend 1st Rachel 2nd Joel
- x) [9:07] Motion to extend 1st Joel 2nd Celia
- y) [9:07] - Discussion of Solar Car Ends
- z) [9:07] - Motion to vote on Solar Car (Motion by [Cameron], 2nd [Zoe])

VOTE RESULTS - PASSED - Yes [13] No [10] Abstain [0]

Name	Y/N/A	Name	Y/N/A	Name	Y/N/A
Cameron Baller	Y	Cameron Luker	Y	Emily Hall	Y
Sophie Beavin	N	Celia Ritter	N	Ahmed Hamad	Y
Adam Bourque	Y	Maria Sanchez	N/A	Keely Kohen	N
Maya Collins-Paterson	Y	Megan Von Son	Y	Cody Jones	Y
Julianna Dantzer	N	Evan Batty	N	Laura McAllister	N
Zoe Gabrielson	Y	Evan Bartley	Y	Tiana The	Y
Macy Hagan	N	Nickie Cashdollar	Y	Madison Sydnor	Y
Viktor Halmos	Y	Rachel Cook	N		
Claire Hilbrecht	Y	Claire Crosby	Y		
Joel Huether	N	Ashlee Edmonson	N/A		
Isabel Jenkins	N/A	Rachel Finefrock	N		

3) Spring Retreat

Volunteer Opportunity Results



4) Communication Within Council

a) Vote at mid-term elections

b) Table at events

i) If you sign up to table please show up.

5) End of Meeting

a) [9:20] - MEETING ADJOURNED

6) Attendance

Name	P/A	Name	P/A	Name	P/A
Cameron Baller	P	Cameron Luker	P	Emily Hall	P
Sophie Beavin	P	Celia Ritter	P	Ahmed Hamad	P
Adam Bourque	P	Maria Sanchez	A	Keely Kohen	P
Maya Collins-Paterson	Y	Megan Von Son	P	Cody Jones	P
Julianna Dantzer	P	Evan Batty	P	Laura McAllister	P
Zoe Gabrielson	P	Evan Bartley	P	Tiana The	P
Macy Hagan	P	Nickie Cashdollar	P	Madison Sydnor	P
Viktor Halmos	P	Rachel Cook	P		
Claire Hilbrecht	P	Claire Crosby	P		
Joel Huether	P	Ashlee Edmonson	A		
Isabel Jenkins	A	Rachel Finefrock	P		



Funding Application

Before beginning the application process, please verify that you understand the terms and conditions for receiving funding from the SSC:

- The SSC cannot apply retroactive funding, all budget items must occur after the meeting date where the proposal is reviewed.
- Proposals are accepted on a rolling basis and the due date for consideration at each meeting is one week prior to that meeting.
- If approved, the project leader has twelve months to spend the funds. If the project requires an extension beyond this timeline, the project leader will need to submit an extension request.
- The money disbursed from this fund comes from student fees, so sustainability-related student impact is a necessary component for any proposal.
- Presenting the project to the Council is mandatory.
- In order to preserve the Council's ability to effectively review and consider proposals we are limited in the amount of proposals we may review per meeting. In the case that more proposals are received than can be reviewed for a given meeting, Council directors will decide which proposals are heard based on project timeline and order of submission.

By checking the box below, I verify that I understand and accept these terms and conditions.

: Yes

Project title: Summer Sustainability Research Fellowships

Project leader name: Evie Russell

Project leader email: evie.russell@uky.edu

Project leader additional contact information:

Contact type	Contact info
Phone	859-257-6420



Total amount requested from the Council (round up to the nearest whole number): 16,500

UK affiliation: Faculty/Staff

Please fill out the following information about yourself and any other participants involved on the project. Previous involvement with the SSC may include membership, funding requests, or involvement with an organization affiliated with the SSC. Answer to the best of your knowledge.:

Name	Department/major	Title of position/year in school	Previous involvement with the SSC
Evie Russell	UG Research (UGR) Office	Asst Director	Collaboration efforts between SSC and UGR in awarding Summer Research Stipends have been ongoing since 2014
Jerrold Penn	AG @ LSU	ISRE Mentor at LSU (UK Graduate)	Served for several years on the SSC. Also was a project leader for UGR Collaboration efforts. This year served as one of two REU mentors to a UK Undergraduate this summer.
John (Jack) Schieffer	AG Economics	Lecturer	Served us last year to identify REU mentors who are UK Graduates at other universities.
Jesi Bowman	UG Research Office	Student Support Staff	Aids in the logistical efforts of the Summer Fellowships



How did you hear about the SSC?: Originally from a student member of the SSC

Describe how your project relates to the three pillars of sustainability (environmental stewardship, economic equity, and social inclusion).: Co-Sponsorship with the Office of Undergraduate Research, we hope to continue support for summer internships in undergraduate research related to sustainability. Students working together with faculty mentors proves a vested interest in knowledge generated from their research. This continues the SSC's support to institutionalize sustainability in various forms at the University of Kentucky, while the three pillars of sustainability are met depending on each individual student selected and their choice of research.



Please provide an in depth description of your project. You will likely want to copy and paste your response into the text box.:

The Office of Undergraduate Research is eager to continue our co-sponsorship of summer undergraduate research internship awards related to sustainability in addition to our new extension to this program, the Intercollegiate Sustainability Research opportunities. Last year the Council awarded the Office of Undergraduate Research \$16,500 to support 6 UG summer sustainability fellowships, which also included the new extension to the Summer Sustainability Research program – The Intercollegiate Sustainability Research Experience (ISRE). The awards were formatted from the NSF’s National Research Experience for Undergraduates (REU) model. Four of six students received a \$2500 award to work on their research projects, while two students spent their summer at other universities working with UK Alumni faculty. One student went to Clemson University and the second student went to LSU, both working with junior faculty who recently graduated from UK. This new extension elevated the overall program and offered new high impact opportunities for our students. We would like to continue this same format for summer of 2019. In addition, the Office of Undergraduate Research has reached out to the Food Connection, who has agreed to sponsor an additional student towards ISRE. Proposal Outline: 1) Request funding amount of \$16,500. 2) Three to four of the six awardees would receive a stipend of \$2500 funded by the SSC. They would conduct research with a UK mentor. This is the same process as in past years. 3) The additional two or three awardees would participate in the ISRE. These students will connect with a faculty mentor at a different university with the assistance of the UK Faculty Liaison, Dr. Jack Schieffer and Dr. Jerrod Penn to identify non UK faculty alum. Each student will be expected to move to the mentor’s university for the summer for no less than 8 weeks. In return, the awardee will receive a stipend equal to \$4500, \$2500 from the SSC, and the remaining \$2000 from the outside mentor. This equates to a 60% / 40% funding split in the cost of intercollegiate summer fellows and this number reflects the in-kind efforts of the non-UK faculty. 4) \$1500 (\$500 each) would be used to subsidize the travel/living expenses of the two or three students participating in the intercollegiate sustainability research experience. 5) The Student Sustainability Council (SSC) selects the students to receive the awards. The Office of Undergraduate Research administers and coordinates funding per student as well as a formal process for selecting eager, high-quality students to be submitted to the SSC and the ISRE. To see the elaborate process please visit: <http://www.uky.edu/academy/sustainability-fellowships>. The ISRE significantly contributes to each student’s academic growth. This type of research experience creates an enhances opportunities for UK students via a more challenging experience to go elsewhere, a ‘more impressive’ experience to demonstrate with potential employers, and a more attractive summer stipend by leveraging additional funds from the sponsoring faculty.



Who will this project primarily impact?:

Please select the groups that your project is intended to impact.:

Undergraduate Students

The Environmental Stewardship Fee is a \$4 per semester student tuition fee. Given that the SSC is in charge of distributing these funds, please describe your project's plan to maximize student impact.: 1. 3-4 undergraduates will receive a \$2500 summer SSC research stipend 2-3 undergraduates who apply for the ISRE will receive \$2500 from UK SSC and \$2000 from the hosting faculty mentor/university, 60%-40% funding split. They would also receive \$500 each to subsidize travel/living expenses *If not all of the 3 ISRE spots are filled, we would like the flexibility to use those funds to support another UK UG with a \$2500 summer research stipend working with a UK faculty mentor at UK.

What type of project is this?:

Award

Research

Please select up to three disciplinary categories that best describe your project.: All

Disciplines

The SSC is always seeking further outreach opportunities. Please consider doing one or all of the following with your project to help us reach more people. :

Green Talks Radio segment (recommended)

Feature SSC logo on promotional material

Social Media Promotion

Does this project require the approval of any outside or UK entity? If so, please check the box and include documentation of support at the end of this document.: No

Have this, or any related project, been funded by the SSC in this or previous years?: Yes



You indicated this, or a related project has been funded by the SSC in this or previous years. Please answer the following questions about that project. If the SSC has funded multiple projects in the last three years, please provide information for each one.:

Project	Year funded	Amount (round up to the nearest whole number)
Undergraduate Summer Sustainability Council Research Awards	2015-2016	10,000
Undergraduate Summer Sustainability Council Research Awards	2016-2017	12,500
Undergraduate Summer Sustainability Council Research Awards	2017-2018	16,500

Please fill out an itemized budget for your project as it stands. Indicate line items that could be reduced with a check mark. Round up to the nearest whole number for numerical entries.:

Category: Stipend/salary

Item name: UG Awardee

Amount requested from the SSC: 16,500

Amount requested from outside the SSC: 11,000

Name of other funding source: ISRE hosting faculty's institution and UK Food Connection

Total cost: 27,500

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): No

Please describe who will be in charge of dispensing the funds. If it is not a UK department, how will the funds be dispensed?: Evie Russell, Assistant Director, Undergraduate Research Office



Does this project have any additional funding partners? If so please list them and briefly describe their contribution and involvement.: \$2125 from each of the ISRE hosting faculty's institution and \$2500 from UK Food Connection

Estimated project completion date: 08/21/2019

Please provide a list of the major milestones of your project.: Using our website, social media, list serves, and marketing material we will advertise the following timeline as appropriate:
Time Line: Call for Applications: Jan 21, 2019 Deadline: February 25, 2019 Notification to UGs: April 22, 2019 Financial Awards Distributed: End of May 2019 Mid Summer Check In: Wed, July 10, 2019 Final Report Due: Wed, Aug 21, 2019 Mandatory Summer Research Meeting: Last week in August (TBD)



Include the date (mm/dd/yy) and a brief description of the event. This should include all relevant events to your proposals, such as dates for completion of key project milestones, presentations, or final project completion.:

Date	Event title	Brief description
01/21/2019	SSC Summer Research Fellowships	Call for Applications
02/25/2019	SSC Summer Research Fellowships	Deadline to Apply
04/22/2019	" "	Notification to UGs of Awards
05/31/2019	" "	Financial Awards payed out
07/10/2019	" "	Mid Summer Check In
08/21/2019	" "	Final Report Due
08/27/2019	" "	Mandatory Summer Research Group Meeting

If your project timeline is greater than a month, please provide a date around the middle of the project when sufficient progress will have been made to update the SSC.:

07/17/2019

Please attach supporting documents such as promotional material, letters of collaborative funding, or a budget spreadsheet, in addition to the budget provided previously. If you are



working in partnership with a UK entity such as the Physical Plant Division, an academic department, etc., their letter of support should be uploaded here as well. Please only attach documents necessary to your proposal, so documents such as individual resumes or cover letters should not be included. All supporting documents should be in PDF format.:



 Office of Undergraduate Research

SUMMER SUSTAINABILITY RESEARCH GRANT



live

learn

discover

Call for Applications: January 21, 2019
Application Deadline: February 25, 2019

Awards up to \$2,500 to SIX undergraduate students

Supports sustainability focused research projects at UK, other colleges, and within the community

Intensive self-directed summer research experience with a faculty mentor

A SUMMER RESEARCH EXPERIENCE WITH A FACULTY MENTOR AT ANOTHER UNIVERSITY



UNIVERSITY TBD - FACULTY TBD

Research topic: TBD

UNIVERSITY TBD - FACULTY TBD

Research topic: TBD

UNIVERSITY TBD - FACULTY TBD

Research topic: TBD

APPLY ONLINE!

www.uky.edu/chellgren/undergraduate-research



2019 Proposed SSC Fellowship Budget

Description	\$ Total Cost	\$ Request from SSC	Source of Remaining Funds
3 Undergraduate Summer Research Internships @ \$2500 per internship	\$7,500	\$7,500	\$0.00
3 UK Undergraduate Intercollegiate Sustainability Research Experience (ISRE) Internships at \$3000 each partnering with Faculty at Other Institutions within the US (includes \$500 for travel expenses)	\$15,000	\$9,000	Remaining \$6,000 from Non-UK Faculty
	\$22,500	\$16,500	

** If not all of the 3 ISRE spots are filled we would like the flexibility to use those funds to support another UK UG with a \$2500 summer research stipend working with a UK faculty mentor.



University of Kentucky
College of Agriculture, Food and Environment
Department of Agricultural Economics
400 Charles E. Barnhart Bldg. Lexington, KY 40546
859-257-5762
www.uky.edu

October 25, 2018

Evie Russell
Assistant Director
The Office of Undergraduate Research
211 Funkhouser Building, 0054

Dear Evie:

The Food Connection at UK is delighted to express support for the 2019 Summer Intercollegiate Sustainability Research Experience fellowships (ISRE). The (ISREs) are competitive summer research programs designed specifically for UK full-time undergraduate students.

We are happy to pledge a financial commitment in the amount of \$2,500 to this student experience. We understand that the Office of Undergraduate Research is responsible for the coordination and logistics of the proposal.

In the event this proposal is funded, we will fulfill our financial commitment to the Office of Undergraduate Research.

We look forward to collaborating on this project.

Sincerely,

Leigh Maynard
Faculty Director, Food Connection
440 Hilltop Avenue
Lexington, KY 40506



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By checking the box below, I verify that I understand and accept these terms and conditions.

: Yes

Project title: Soil to Table and Back: Empowering Students through Food Literacy

Project leader name: Seth Biedenbender

Project leader email: seth.biedenbender@uky.edu

Project leader additional contact information:

Contact type	Contact info
Phone	5027274803



Total amount requested from the Council (round up to the nearest whole number): 5000

UK affiliation: Student Organization

Name of organization: Campus Kitchens at the University of Kentucky

What is your role in the organization?: CKUK President

Brief description of organization: The Campus Kitchen at the University of Kentucky (CKUK), an affiliate of the Campus Kitchen Project (CKP), is an on-campus student service organization that provides a sustainable approach to reducing food waste, while also providing healthy meals to those struggling with food insecurity, both on campus and in the greater Lexington community. Throughout the past four years of operation, CKUK has recovered more than 20,000 lbs of food that would have normally gone to waste and transformed it into 13,500 meals for community members and students in need. Our mission is to use food as a tool to strengthen bodies, empower minds, and build communities. As part of that mission, we go beyond serving meals by promoting poverty solutions, implementing garden and nutrition initiatives, convening food policy events, and leading cooking classes. It is our goal to not only provide individuals with the access to food, but also the necessary education and resources needed to make informed decisions surrounding their food choices, providing them with the tools to become food literate.

Approximately how many active members does your organization have?: 300

Who is your organization's staff/faculty advisor?:

Name	Email
Amanda Hege	amanda.hege@uky.edu



To the best of your knowledge, has your organization had any previous involvement with the SSC? This may include membership, funding requests, or involvement with an organization affiliated with the SSC.: \$4,000 (2014-2015): start-up funding for CKUK \$5,000 (2015-2016): funding for Operation Motivation MLK Cooking Classes and Intergenerational Mentoring Program \$2,000 (2016-2017): funding for "Seed to Stem" Garden Project \$3,125 (2017-2018): funding for "From Garden to Table: Sustainable Solutions through Microprocessing"

How did you hear about the SSC?: CKUK has applied for funding from the Student Sustainability Council in years past.

Describe how your project relates to the three pillars of sustainability (environmental stewardship, economic equity, and social inclusion).: In its very nature, food literacy encompasses the three pillars of sustainability, as it focuses on developing a greater understanding of food across all aspects, assessing food's impact not only on the individual, but also in regards to the environment, the economy, and our society. Environmental Stewardship: According to the EPA, food waste is the single largest solid component in our landfills. Reducing food waste is one of the core components ingrained in CKUK's mission. "Soil to Table and Back" will aid in reducing our own waste by increasing our composting capacity and efforts. Furthermore, education is a key component in this project. Educating students and community members on how to grow their own food, prepare healthy meals, learn about local foods, and reduce and compost their own food waste is where the largest potential for environmental impact lies, for it allows our message and teachings to spread exponentially. Economic Equity: "Soil to Table and Back" would help CKUK become more economically self-sustainable in two ways: (1) offering the opportunity to produce our own compost, further decreasing our dependence on purchased compost; and (2) enhancing and maximizing our ability to grow more produce to sustainably supplement our food recovery. Additionally, by starting our plants from seed indoors, we will not need to purchase as many plants for our garden which are far more expensive than seeds, many of which we can save year after year. Social Inclusion: Building communities around food is a principle component of "Soil to Table and Back." Through our beyond the meal programs, we raise student awareness around the issue of food waste, combat senior social isolation through game nights, teach young children about the importance of nutrition, and educate others on how to plant, grow, and compost. Furthermore, by providing communities with a fresh healthy meal that they share together, our communities are strengthened.

Please provide an in depth description of your project. You will likely want to copy and paste your response into the text box.: Food literacy is defined as understanding the system through which food progresses from soil to table and then back to soil, including recognizing the impact food choices have on the individual, social culture, and the environment. The goal of "Soil to Table and Back: Empowering Students Through Food Literacy" is to equip individuals with the tools needed to experience and understand the full lifecycle of food, creating a culture of food

literacy on UK's campus and in the Lexington community. This project will focus on five distinct components: From Soil to Plant: The lifecycle of food begins with soil and seeds. As a part of "Soil to Table and Back," the Campus Kitchen at the University of Kentucky (CKUK) will expand our gardening program by utilizing the window space in CKUK's kitchen to start seedlings indoors as well as grow herbs and greens in window planters. These herbs will be utilized to enhance our weekly meals since herbs are an item we do not typically recover. Starting seedlings indoors is not only a more economically sustainable option for growing plants such as tomatoes, peppers, eggplant, and brassicas, but it also allows for a head start on the growing season, allowing for more planting and harvesting in the spring while school is still in session. In addition to the practical application of growing indoors, there is an educational draw. Each week, more than 250 students utilize the kitchen space during our recovery, cooking, and delivery shifts. By utilizing these indoor planters, CKUK leaders will be able to educate students on the proper care and maintenance for indoor planters, as well as teach students how to start their own kitchen herb gardens. From Plant to Food: Learning how to care for and maintain plants during the growing season is another component of food literacy. Due to extensive plant research conducted by CKUK's previous Garden Fellows, and with the assistance of funding by the SSC during the 2016-2017 academic school year, CKUK was able to expand its gardening efforts to include its own campus garden located at the Gaines Center. The Gaines Garden provides CKUK with a source of fresh produce to supplement the food we are unable to recover, as well as enhance the nutritional value of our meals. There are currently nine raised beds with produce ranging from tomatoes to greens to berries. CKUK's Garden Fellow, Katy Deininger, leads gardening shifts every Saturday from 11am-1pm, where volunteers help with the maintenance and care of the garden, learning techniques such as planting, thinning, weeding, and watering. "Soil to Table and Back" would incorporate items needed for general maintenance and care of the garden, as well as an expansion to include garden workshops. Additionally, to attract more students to the garden and make it more visually appealing, "Soil to Table and Back" will incorporate a beautification component at the Gaines Garden, painting the raised beds with eco-friendly paint and installing plant identification markers for current plants in the garden. Not only will this draw more students into the garden, but it will also display what plants are currently being grown in the garden, educating students on plant identification, as well as growing seasonality in Kentucky. From Food to Table: To equip students with the knowledge and tools necessary to transform produce into easy, budget friendly, healthful meals, CKUK partners with The Food Connection in hosting the Gathering at the Table cooking classes, a program launched with a Sustainability Challenge Grant in 2017. In collaboration with CKUK leaders and Chef Tanya Whitehouse, participants in these classes cook and share a meal together. This year, we will focus on healthy, budget friendly meals that are accessible to students with limited resources. At each class, we have a pantry stocked with the basic items needed to recreate the meal at home. Participants are encouraged to take items with them to practice their new cooking skills and enjoy another healthy meal at home. Additionally, in keeping with CKUK's principles, food will be recovered from one of CKUK's existing partners. Any items that are not obtained through recovery, will be locally sourced, promoting a cooperative, agro-food economy. From Food to Soil: The lifecycle of uneaten food and food scraps ends with its decomposition, more often than not, occurring in the landfills, emitting methane into our environment during its breakdown. An alternative to this fate is for food waste to be composted. In CKUK's efforts to

minimize our own food waste, educate students about composting, and provide a sustainable source of nutrient rich fertilizer at the Gaines Garden, the fourth component of “Soil to Table and Back” will be the installment of a compost bin at the Gains Garden. CKUK currently composts vegetable scraps and kitchen waste at UK South Farm, where we partner with our recovery shift to deliver two, 4 gallon, compost bins to South Farm each week. However, since our operations have expanded this year, our weekly compost often exceeds this amount, and as a result gets thrown away. Composting at the Gaines Garden would not only allow for CKUK to minimize their waste, but it would also allow for an educational component during garden shifts, equipping students with the resources to understand how they can compost at home. Furthermore, composting would provide the Gaines Garden with a sustainable source of nutrient rich fertilizer, allowing us to no longer need to purchase commercial compost for the garden. From Food to Empowerment: “Hunger is not about food; it’s about the situation that creates an economic climate in which people, for a lot of different reasons, find themselves without enough money to buy what they need.” Robert Eggar, the founder of the Campus Kitchens Project, emphasizes the importance of using food, not as a solution, but rather as a tool to address the root cause of food insecurity in our community. Through our \$1200 affiliate fee, the national Campus Kitchens Project, provides us with support and resources for the advancement and implementation of beyond the meal programming. Funding to cover a portion of this affiliate fee is included in “Soil to Table and Back,” for it allows us to operate many unique beyond the meal (BTM) programs that maximize campus and community food literacy. Additionally, this affiliate fee supplies us with the Volunteer Hub platform (vhub.at/ckuk) through which all of our volunteers sign-up, a program that is vital for our operations. CKUK’s BTM programming range in variety. We partner with College Mentors for Kids at UK, an organization that connects youth with college students to provide a range of activities and general support. CKUK will offer nutrition classes that provides fun and unique ways to incorporate healthy eating into one's daily routine. Additionally, in partnership with UK Dining, CKUK also assesses food waste at Champions Kitchen and Fresh Food Company during “Weigh the Waste” events that (1) raises awareness around the issue of food waste and (2) educates students about the impact food waste has on our environment and society. Lastly, CKUK hosts a game night once a month with our clients from the Griffith Ballard Towers, an apartment complex for low resource, older adults. Building community around meals is particularly important in the senior population as poor eating habits are often linked to isolation and lack of community. As such, our meals and programming works toward decreasing social isolation. The final component of food to empowerment is focussed on our campus and community gardens. In addition to the Gaines Garden, CKUK provides support and helps operate the garden at Arbor Youth Center, a homeless shelter for youth in our community. In tying together all components of food literacy and connecting the entire lifecycle of food, from soil to table and back, we will restructure our gardening efforts to incorporate a bi-weekly garden workshop, where each Gaines Garden and Arbor Youth Garden shift will be focused around a specific topic with the goal of increasing participants food literacy. Workshops on topics such as composting, seed saving, planting, kitchen gardens, and garden beautification would be implemented. A more detailed example schedule can be found under the supporting documents. These workshops will begin during the spring semester of 2019, with winter workshops starting indoors. Workshops will be designed, planned, and led by CKUK’s garden fellow, with additional help and support from the CKUK executive committee. Workshops will be

open to all students, with some having a specific focus geared towards community members. Promotional materials, such as yard signs and social media boosts will be utilized to maximize student attendance. Anticipated Outcomes and Long Term Impact: The goal and anticipated outcome of “Soil to Table and Back” is to increase food literacy among students and community members. While this in itself has a lasting impact, in order to assess the program’s effectiveness, quantitative assessments will be noted. Outcome measures will include: (1) Quantity of plants grown indoors from seed for both Gaines and Arbor Gardens; (2) Quantity of produce harvested from Gaines Garden; (3) Qualitative assessment of participants attending Gathering at the Table cooking classes via post class survey; (4) Quantity of compost produced at the Gaines Garden; (5) Number of Participants attending garden workshops; (6) Qualitative assessment of participants attending garden workshops via post class survey; (7) Number of BTM programs implemented. Additionally, the implementation of the Gaines compost bin, kitchen planters, and BTM program curricula are permanent, long-lasting additions for the continued education surrounding food literacy for years to come.

Who will this project primarily impact?:

The Environmental Stewardship Fee is a \$4 per semester student tuition fee. Given that the SSC is in charge of distributing these funds, please describe your project's plan to maximize student impact.: Our target population for “Soil to Table and Back” is the UK student body and the Lexington community, where CKUK student leaders will assist to help maximize student impact, increasing food literacy. CKUK’s Garden Fellow will serve as the project lead for the garden workshops, organizing the training, education, and implementation of the workshops. These efforts will be assisted by the seven student leaders who serve alongside the Garden Fellow on CKUK’s Executive Committee. Their tasks related to this project will include promotion, outreach, and administrative duties, as well as the facilitation of the Beyond the Meal programs and Gathering at the Table cooking classes. Furthermore, CKUK has 25 student leaders that lead the recovery, cooking, and delivery shifts. These students will provide the next layer of support in recruiting and training volunteers as well as aiding in the maintenance of the indoor planters. Furthermore, CKUK has nearly 300 unique student volunteers yearly that participate in our shifts and programs, and will also benefit from the educational resources and instruction relating to food literacy. Lastly, any UK student or community member is able to participate in Garden Workshops or Gathering at the Table classes by signing up on our online volunteer hub platform. Participation in these programs will be maximized through a strategic marketing plan, led by CKUK’s marketing chair.

Please select the groups that your project is intended to impact.:

Graduate Students

Lexington Community

Undergraduate Students

UK Community as a Whole



What type of project is this?:

Education

Research

Please select up to three disciplinary categories that best describe your project.:

Agriculture/Food Systems

Economics/Behavior

Forestry/Gardening/Landscaping

The SSC is always seeking further outreach opportunities. Please consider doing one or all of the following with your project to help us reach more people. :

Green Talks Radio segment (recommended)

Feature SSC logo on promotional material

Social Media Promotion

Does this project require the approval of any outside or UK entity? If so, please check the box and include documentation of support at the end of this document.: No

Have this, or any related project, been funded by the SSC in this or previous years?: No

Please fill out an itemized budget for your project as it stands. Indicate line items that could be reduced with a check mark. Round up to the nearest whole number for numerical entries.:



Category: Supplies

Item name: Greenhouse Trays

Amount requested from the SSC: 35

Amount requested from outside the SSC: 5

Name of other funding source: fundraising

Total cost: 40

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): No

Category: Supplies

Item name: Wood for indoor planter tables

Amount requested from outside the SSC: 30

Amount requested from the SSC: 55

Name of other funding source: fundraising

Total cost: 85

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): No

Category: Supplies

Item name: screws for indoor planter tables

Amount requested from the SSC: 15

Amount requested from outside the SSC: 10

Name of other funding source: fundraising

Total cost: 25

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): No

Category: Supplies

Item name: seeds

Amount requested from outside the SSC: 20

Amount requested from the SSC: 50

Name of other funding source: fundraising

Total cost: 70

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): No



Category: Supplies

Item name: potting soil for indoorplanters

Amount requested from the SSC: 55

Amount requested from outside the SSC: 25

Name of other funding source: fundraising

Total cost: 80

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): No

Category: Supplies

Item name: trowel shovels

Amount requested from outside the SSC: 10

Amount requested from the SSC: 35

Name of other funding source: fundraising

Total cost: 45

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): No

Category: Supplies

Item name: eco-friendly milk paint

Amount requested from the SSC: 140

Amount requested from outside the SSC: 50

Name of other funding source: fundraising

Total cost: 190

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): No

Category: Supplies

Item name: paint brushes

Amount requested from outside the SSC: 5

Amount requested from the SSC: 20

Name of other funding source: fundraising

Total cost: 25

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): No

Category: Supplies



Item name: plants

Amount requested from the SSC: 25

Amount requested from outside the SSC: 15

Name of other funding source: fundraising

Total cost: 40

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): No

Category: Supplies

Item name: garden soil

Amount requested from outside the SSC: 10

Amount requested from the SSC: 40

Name of other funding source: fundraising

Total cost: 50

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): No

Category: Supplies

Item name: bingo sheets and chips

Amount requested from the SSC: 15

Amount requested from outside the SSC: 5

Name of other funding source: fundraising

Total cost: 20

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): No

Category: Supplies

Item name: prizes for game night

Amount requested from outside the SSC: 25

Amount requested from the SSC: 75

Name of other funding source: fundraising

Total cost: 100

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): No

Category: Supplies

Item name: tally counters for weigh the waste

Amount requested from the SSC: 30

Amount requested from outside the SSC: 10



Name of other funding source: fundraising

Total cost: 40

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): No

Category: Supplies

Item name: lifetime 80 gallon compost tumbler

Amount requested from outside the SSC: 25

Amount requested from the SSC: 160

Name of other funding source: fundraising

Total cost: 185

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): No

Category: Food

Item name: locally sourced food for gathering at the table

Amount requested from the SSC: 300

Amount requested from outside the SSC: 200

Name of other funding source: fundraising

Total cost: 500

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): No

Category: Stipend/salary

Item name: garden fellow

Amount requested from outside the SSC: 0

Amount requested from the SSC: 1500

Name of other funding source: **Total cost:** 1500

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): No

Category: Stipend/salary

Item name: americorps VISTA

Amount requested from the SSC: 750

Amount requested from outside the SSC: 4000

Name of other funding source: DHN

Total cost: 4750

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): No



Category: Stipend/salary

Item name: staff support (25% of FTE and benefits)

Amount requested from outside the SSC: 14000

Amount requested from the SSC: 1000

Name of other funding source: DHN

Total cost: 15000

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): No

Category: Promotional materials

Item name: social media boost, printing, flyers, and yard signs

Amount requested from the SSC: 200

Amount requested from outside the SSC: 50

Name of other funding source: SGA

Total cost: 250

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): No

Category: Registration

Item name: CKP affiliate fee

Amount requested from outside the SSC: 700

Amount requested from the SSC: 500

Name of other funding source: SGA/DHN

Total cost: 1200

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): No

Please describe who will be in charge of dispensing the funds. If it is not a UK department, how will the funds be dispensed?: Our staff advisor, Amanda Hege, Director of Community Outreach in the Department of Dietetics and Human Nutrition will be in charge of dispensing funds.



Does this project have any additional funding partners? If so please list them and briefly describe their contribution and involvement.: The Department of Dietetics and Human Nutrition supports CKUK through faculty support, advising, and assistance. For this project, the department will provide professional advice and serve as educational resources. The department also offers generous in-kind support by permitting CKUK to operate in one of their on-campus kitchen facilities. The Food Connection partners with CKUK for our Gathering at the Table dinners. Additionally, Program Manager of the Food Connection, Chef Tanya Whitehouse, provides CKUK with educational resources and training for our cooking shift captains. CKUK has multiple in-kind funding partners. CKUK recovers food from UK dining four times a week and from GleanKY at the Lexington Farmers Market once a week. Over the past four years, CKUK has recovered over 9,000 lbs of food from UK dining and nearly 5,000 lbs from GleanKY, estimating a total combined value of nearly \$25,000.

Estimated project completion date: 08/31/2018

Please provide a list of the major milestones of your project.: Major Milestones of "Soil to Table and Back" include: 1. Infrastructure implementation (compost and kitchen garden) 2. Workshop planning and promotion 3. Spring garden workshops 4. Summer garden workshops 5. Final assessment and report of "Soil to Table and Back" A list of workshops, cooking classes, and project reports are outlined and dated in more detail below.

Include the date (mm/dd/yy) and a brief description of the event. This should include all relevant events to your proposals, such as dates for completion of key project milestones, presentations, or final project completion.:



Date	Event title	Brief description
10/18/2018	Gathering at the Table	Cooking class in the Food Connection where students will learn how to cook health, locally sourced, seasonal food on a budget
11/08/2018	Gathering at the Table	Cooking class in the Food Connection where students will learn how to cook health, locally sourced, seasonal food on a budget
11/17/2018	Compost Installment	Cooking class in the Food Connection where students will learn how to cook health, locally sourced, seasonal food on a budget
11/30/2018	Gathering at the Table Fall Program Assessment	Assess fall Gathering at the Table dinners and set dates and themes for Spring dinners
01/14/2019	Garden Spring Workshop Programming	Finalize program design for spring garden workshops, including workshop schedule and purchasing of necessary materials
01/16/2019	Spring Workshop Promotion	Create promotional materials for gardening workshops, including social media posts, yard signs, flyers
	Build indoor	Create promotional materials for gardening



01/23/2019	planters	workshops, including social media posts, yard signs, flyers
01/31/2019	SSC Progress Report #1	Report progress of "Soil to Table and Back" to the Student Sustainability Council
02/07/2019	Spring Workshop #1: Plant seedlings	Students will get to learn how to plant from seedlings, the benefits of indoor planting, and how to grow and maintain seedlings indoors.
02/19/2019	Gathering at the Table	Cooking class in the Food Connection where students will learn how to cook health, locally sourced, seasonal food on a budget
02/21/2019	Spring Workshop #2: Create Your Own Indoor Garden	Students will learn which herbs are best grown indoors, the benefits of an indoor garden, and how to create and maintain planters
03/7/2019	Spring Workshop #3: Garden Recovery	Students will learn how to clean the plant beds from winter preparation and evaluate soil quality.
03/21/2019	Spring Workshop #4: Garden Beautification	Students will learn about the dangers of toxins in the garden, how to structure plant beds, as well as decorate plant beds, make signs, and create labels to identify plants
03/31/2019	SSC Progress Report #2	Report progress of "Soil to Table and Back" to the Student Sustainability Council
04/2/2019	Gathering at the Table	Cooking class in the Food Connection where students will learn how to cook health, locally sourced, seasonal food on a budget



04/4/2019	Spring Workshop #5: Compost Smarter Not Harder	Students will learn the benefits of composting on the environment and garden, how to start composting, and how to maintain a compost.
04/18/2019	Spring Workshop #6: Companion Planting	Students will be able to learn about the importance of plant companions, how plants can impact the nutrients of the soil, and plant companion plants in the garden
04/25/2019	Spring Garden Workshop Evaluation	Assess the success of the spring workshops, distribute surveys to participants, and address any changes that need to be made
04/25/2019	Community Networking	Network with community programs to participate in summer gardening workshops
05/1/2018	CKP Affiliate Fee	Affiliate Fee Payment Due
05/10/2019	Garden Summer Workshop Programming	Completion of program design for summer garden workshops, including workshop schedule and educational materials
05/20/2019	Summer Workshop Promotion	Create promotional materials for gardening workshops, including social media posts, yard signs, and flyers
05/25/2019	Begin Summer Garden Workshops	Tentative start date for Summer workshops
05/31/2019	SSC Progress Report #3	Report progress of "Soil to Table and Back" to the Student Sustainability Council



08/25/2019	Summer Garden Workshop Assessment	Assess the success of the summer workshops, distribute surveys to participants, and address any changes that need to be made
08/31/2019	SSC Progress Report #4	Final project report of "Soil to Table and Back"

If your project timeline is greater than a month, please provide a date around the middle of the project when sufficient progress will have been made to update the SSC.: CKUK will provide progress reports to SSC in January, March, May and August 2019, on the dates indicated in the timeline.

Please attach supporting documents such as promotional material, letters of collaborative funding, or a budget spreadsheet, in addition to the budget provided previously. If you are working in partnership with a UK entity such as the Physical Plant Division, an academic department, etc., their letter of support should be uploaded here as well. Please only attach documents necessary to your proposal, so documents such as individual resumes or cover letters should not be included. All supporting documents should be in PDF format.:



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October 25, 2018

Student Sustainability Council
University of Kentucky
Lexington, KY 40506

Re: Letter of Support for CKUK
SSC Grant

To Whom It May Concern:

It is with great pleasure that I provide a letter of support on behalf of the food systems and hunger-related efforts of the Department of Dietetics and Human Nutrition for the Campus Kitchen at the University of Kentucky's proposal to the Student Sustainability Council. Collaborating across the University of Kentucky campus is an integral component in mitigating food insecurity for the 43% of UK students who do not have access to affordable, healthful food. I am excited for the opportunity to continue supporting CKUK's efforts to reduce food insecurity while using food as a tool to empower students and community members with the skills, knowledge, and confidence to make a lifetime of healthy food choices.

As the Community Outreach Director, I mentor and lead student involvement in experiential learning activities, especially as it relates to reducing food waste and ending hunger. I am the staff support for two on-campus student service organizations, the Campus Kitchen at the University of Kentucky (CKUK) that provides a sustainable approach to reducing food waste while also providing healthy meals to those struggling with hunger and SSTOP Hunger: Sustainable Solutions to Overcome Poverty, which combines the Universities Fighting World Hunger and Presidents United to Solve Hunger chapters at the University of Kentucky to lead the campus community in the fight to end hunger and malnutrition.

Additionally, in Fall 2017, I co-led the first study of its kind in collaboration with the Department of Writing, Rhetoric, and Digital Studies (WRD) and students from SSTOP Hunger, CKUK, and Big Blue Pantry to administer a two-phase research study that included a survey and focus groups to determine the prevalence and implications of food and housing insecurity among UK students. The research showed that 43% of UK students experienced some level of food insecurity, 24% experienced low food security and 19% qualified as hungry, meaning they experienced very low food security. Improving food literacy of students at the University of Kentucky through gardening, cooking and sharing a meal together, composting, and offering educational opportunities would collectively inspire the next generation to build healthy relationships with food, farming, and the land. Furthermore, this program will promote a just and sustainable food system that cultivates healthy communities and citizens.

I am pleased to support the Campus Kitchen at the University of Kentucky's Student Sustainability Council proposal, as this project will greatly enhance food access for all students at UK. Please accept this letter as our commitment to work alongside this team to achieve this positive impact.

Sincerely,

Amanda Hege, MPH, RDN, LD
Director of Community Outreach

seeblue.

An Equal Opportunity University



The Campus Kitchen at the University of Kentucky By-Laws

ARTICLE I: NAME AND PURPOSE

Section I. The name of this Campus Kitchens Project, located in the Department of Dietetics and Human Nutrition (DHN) at the University of Kentucky, is the Campus Kitchen at the University of Kentucky (CKUK).

Section II. The purpose of this organization shall be to provide a sustainable approach to reducing food waste on college campuses while also providing healthy meals to those struggling with hunger.

Section III. The purpose of the Campus Kitchen Executive Committee is to provide students with the opportunity to take on a position of higher responsibility, leadership, and impact in the Campus Kitchen. Students will take an active role in the everyday activities, as well as in the growth and continuation of the Campus Kitchen, while learning the basics of non-profit management and organizational structure.

ARTICLE II: OFFICERS AND DUTIES

Section I. The Executive Committee is elected and officers must be in good standing as defined by the University of Kentucky. He/she must have previously served CKUK or experience with a hunger-related organization.

A. President

- a. The role of the President shall be to preside over all meetings and be the spokesperson for CKUK by representing and advocating for the organization.
- b. The President will hold office hours for 2 hours/week with the faculty lead present.
- c. The President will attend all Advisory Board meetings.

A. Vice President

- a. The role of the Vice President shall be to assist the President in all activities and serve as a spokesperson for CKUK by representing and advocating for the organization.

B. Secretary

- a. The role of the Secretary shall be to send the meeting agenda by email to all at least 24-hours prior to the meeting, document all meetings, and keep accurate records of and holds members accountable for attendance.
- b. The Secretary will review the budget and paperwork, provide paperwork training to volunteers, and complete and submit monthly reports by the 5th of every month to the Campus Kitchens Project.

C. External Relations Chair

- a. The role of the External Relations Chair shall be to:
 - i. Recruit volunteers
 - ii. Build partnerships with community organizations, client agencies, and food donors
 - iii. Serve as the SSTOP liaison.

D. Internal Relations Chair:

- a. The role of the Internal Relations Chair shall be to:
 - i. Communicate effectively to the CKUK volunteers, stakeholders, partners, Advisory Board.
 - ii. Check the G-mail account and respond within at least 48 hours.
 - iii. Maintain the online Volunteer Hub.

E. Development Chair:

- a. The role of the Development Chair shall be to:
 - i. Coordinate fundraising initiatives on and off campus by seeking out partners within community (Greek life, other service groups, local businesses, campus events including K-week).
 - ii. Plan for special events for clients, volunteers, and fundraising. Coordinate menu, extra supplies, entertainment, education initiatives, advertising, and connect with existing student and community groups.

F. Operations Coordinator:

- a. Will recruit and lead a committee comprised of Recovery, Cooking and Delivery Shift Captains who are responsible for leading shifts by:
 - i. Arriving 30-minutes early for set-up, manage resources, oversee food safety procedures.
 - ii. Completing all necessary paperwork for the shift accurately.
 - iii. Taking pictures and provide them to the Development Chair within 48 hours of the shift.
- b. The role of the Operations Coordinator shall be to:
 - i. Conduct biweekly meetings with the shift captains to provide updates and important information
 - ii. Communicate with recovery and delivery partners, schedule and attend to shifts, and oversee daily kitchen operations.
 - iii. Coordinate food pick-ups on and off campus and reach out to new partners as needed by the organization.

G. Marketing Chair

- a. Promote CKUK through social media including Facebook, Twitter, and Instagram by posting weekly images and updates.
- b. Create, manage, implement, and evaluate promotional plan for CKUK events.
- c. Promote CKUK events through social media posts, flyers, emails, and other methods of

communication.

d. Take and manage photos/videos of Campus Kitchen shifts and activities.

H. Fellowships

a. The role of Fellows shall be to:

i. Develop educational materials for use with their program.

ii. Develop methods to make their program sustainable.

iii. Recruit, manage, and lead volunteers for their program.

b. The Fellow must deliver monthly reports to the President, AmeriCorps VISTA, and Faculty/Staff lead that include, but are not limited to, budget/expenses, program progress, photos, and personal reflection.

c. Fellows are non-voting members of the Executive Committee.

I. AmeriCorps VISTA

a. The role of the AmeriCorps VISTA shall be to:

i. Create or enhance a volunteer recruitment, training, and management system.

ii. Improve access to and enhance awareness of nutritious food options available through farmers' markets.

iii. Develop and enhance collaborations between State Agencies administering SNAP, community based organizations and private sector employers to identify barriers in obtaining and retaining employment in the community

iv. Produce a guide on findings and other materials as needed.

v. Work with State Agencies that administer SNAP to promote the Employment and Training program in order to connect low income households with services that increases their ability to obtain and retain employment

b. The AmeriCorps VISTA will meet with the members of the Executive Committee weekly to provide guidance and direction and assist with the election process.

J. Faculty/Staff Lead

a. The role of the DHN Faculty/Staff Lead is to engage faculty and staff at the University of Kentucky with CKUK.

b. The Faculty/Staff Lead will provide guidance and direction, assist with the election process, and lead the Advisory Board meetings.

c. The Lead will meet with the President, Vice President, and Americorps VISTA weekly to provide guidance and direction, will assist with the election process, and lead the Advisory Board meetings.

Section II. The Executive Committee (EC) is expected to adhere to several standards:

A. Attend all mandatory meetings, retreats, trainings, and events.

B. A maximum of 2 meetings per semester may be missed, unless otherwise voted and approved by the Executive Committee.

a. If an EC member cannot attend a meeting he/she will email the secretary 24-hours prior to the meeting and include the name of the individual that will attend in his/her

place.

- b. The criteria for excused absences is found under University Senate Rule 5.2.4.2.
 - c. A cumulative GPA of 2.5 must be maintained in order to remain eligible to be on the committee.
 - d. Schedule and attend a weekly meeting with the AmeriCorps VISTA.
- C. Respond promptly (within 48-hours) to all forms of communication, including but not limited to e-mail, text messages, phone-calls, and GroupMe messages.
- D. Serve for an entire academic year.

ARTICLE III: MEETINGS

Section I. The Executive Committee will meet weekly:

- A. The day of week shall be on Wednesday.
- B. The time shall be 6:00 PM.

Section II. The President shall preside over all meetings. If the President cannot be in attendance, the Vice President shall preside.

ARTICLE IV: ELECTION OF EXECUTIVE COMMITTEE

Section I. Elections for the offices of the Executive Committee will be held in March of the spring semester.

- A. Elections will include an evaluation process with an online application and an interview with the faculty/staff lead.
- B. Officer-elects will shadow current Executive Committee members after acceptance of positions.
- C. The newly elected officers will assume their official duties at the last meeting of the spring semester.
- D. The President will lead the fall retreat.

ARTICLE V: ADVISORY BOARD

A. The role of the Advisory Board is to support the efforts of CKUK by offering advice, dynamic perspectives, and assistance for anything related to marketing, strategic direction, program effectiveness, fundraising, and quality improvement.

Section I. Advisory Board will meet bi-annually.

Section II. The Advisory Board must attend a pre-defined section of the mandatory retreat.

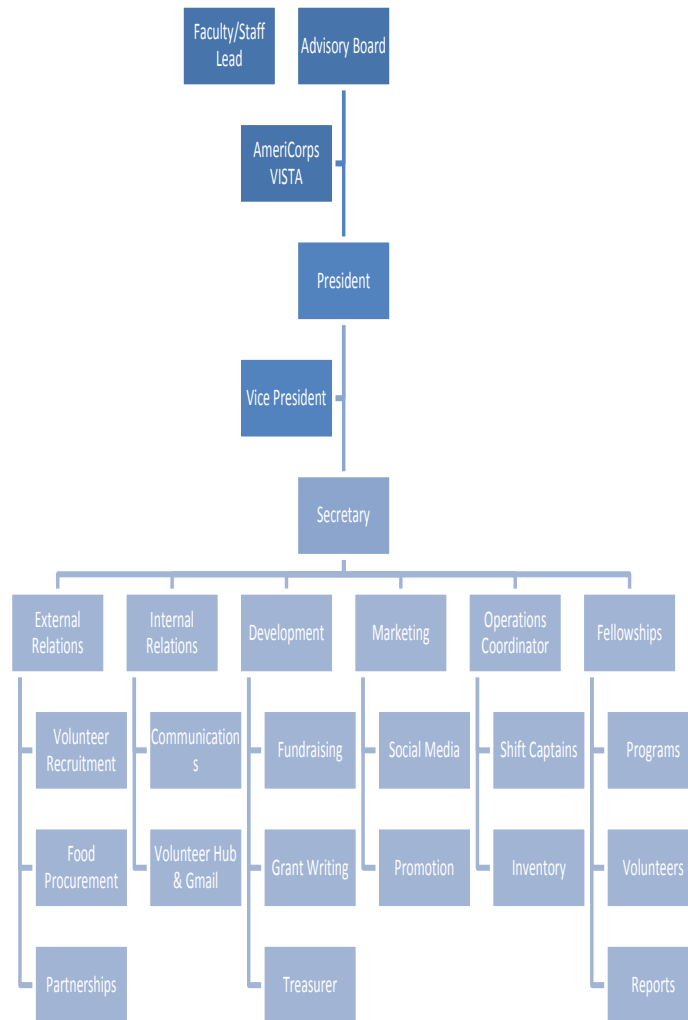
Section III. Members of the Advisory Board serve for 2 year appointments.

ARTICLE VI: AMENDMENTS

Section I. These By-Laws may be amended by a two-thirds majority vote of the Executive Board.

A. Proposed amendments must be submitted to the Secretary at least 48-hours prior to the Executive Board meeting. The proposed amendment will be sent out by the Secretary to the Executive Board to review before the meeting.

The Campus Kitchen at the University of Kentucky Organization Chart





2018 – 2019 Executive Committee



College of Agriculture, Food and Environment
Dietetics and Human Nutrition

NAME	ROLE	EMAIL	PHONE NUMBER	MAJOR(S)	YEAR
Seth Biedenbender	President	seth.biedenbender@uky.edu	(502) 727-4803	Agricultural and Medical Biotechnology	Senior
Hannah Hillard	Secretary	hannah.hillard@uky.edu	(606) 813-6953	Biology	Senior
Shayna Holloway	Operations Coordinator	shayna.holloway@uky.edu	(270) 234-6425	Human Nutrition	Senior
Kaira Taylor	Marketing	kita225@g.uky.edu	(317) 306-9555	Kinesiology Spanish	Senior
OPEN	Development	OPEN			
Emily Gogel	External Relations	emily.gogel16@gmail.com	(859) 608-4789	Dietetics	Junior
Gabrielle Collins	Internal Relations	gmco226@uky.edu	(270) 505-0373	Biology	Senior
Cana Rhoades	Beyond the Meal Program Coordinator	crohde.1@uky.edu	(502) 759-2099	Dietetics	Senior
Katy Deininger	Spring Garden Fellow	kaitlyn.deininger@uky.edu		Dietetics	Junior

Other Roles

NAME	ROLE	EMAIL	PHONE NUMBER
Amanda Hege	DHN Director of Community Outreach Staff Advisor	amanda.hege@uky.edu	(859) 218-4912
Dr. Tammy Stephenson	Faculty Advisor	tammy.stephenson@uky.edu	(859) 257-2353
Cora Kerber	CKUK AmeriCorps VISTA (17 – 18)	cora.kerber@uky.edu	(859) 595-1909
Austin Zinkle	Graduate Student Advisor	austin.zinkle@uky.edu	(865) 456-0259

2018 CKUK FALL SCHEDULE

Time	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8:00 AM			Champions Kitchen			Champions Kitchen	
8:30 AM							Recovery
9:00 AM		Fresh Food Co		Cooking	Fresh Food Co		Processing
9:30 AM							
10:00 AM						South Farm	Delivery
10:30 AM							
11:00 AM				Farm to Fork			Gaines Garden
11:30 AM							
12:00 PM							
12:30 PM							**Garden - weekly until November, become biweekly at that point, cancel in December
1:00 PM							
1:30 PM	Lex FM						
2:00 PM			Lemon Tree		Lemon Tree		
2:30 PM							
3:00 PM		Processing	Cooking		Cooking	Cooking(new)	
3:30 PM							
4:00 PM							
4:30 PM							
5:00 PM			ROSS Delivery		GB Towers	GB Towers(new)	
5:30 PM							
6:00 PM							
6:30 PM							
7:00 PM							
7:30 PM							
8:00 PM							
8:30 PM							
9:00 PM							
9:30 PM			Panera				
10:00:00 PM							
10:30:00 PM							



Spring Garden Workshops	Date	Anticipated Learning Objectives
Planting Seedlings	2/07/19	Students will get to learn how to plant from seedlings, the benefits of indoor planting, and how to grow and maintain seedlings indoors.
Create Your Own Indoor Kitchen Garden	02/21/19	Students will learn which herbs are best grown indoors, the benefits of an indoor garden, and how to create and maintain planters.
Garden Recovery	03/07/19	Students will learn how to clean the plant beds from winter preparation and evaluate soil quality.
Garden Beautification	03/21/19	Students will learn about the dangers of toxins in the garden, how to structure plant beds, as well as decorate plant beds, make signs, and create labels to identify plants.
Compost Smarter Not Harder	04/04/19	Students will learn the benefits of composting on the environment and garden, how to start composting, and how to maintain a compost.
Companion Planting	04/18/19	Students will be able to learn about the importance of plant companions, how plants can impact the nutrients of the soil, and plant companion plants in the garden.

* Spring garden workshops will take place every other week, with regular garden volunteer shifts occurring on off weeks *

Category: (travel, registration, supplies, stipend/salary, event/rentals, promotional materials, food, other)	Item name	Amount requested from SSC	Amount requested from outside SSC	Name of other funding source	Total Cost	Willing to accept reductions in your line items?
TOTAL SUPPLIES		\$750	\$245			
Supplies	Greenhouse Trays	\$35	\$5	Fundraising	\$40	y
Supplies	Wood for indoor planter tables	\$55	\$30	Fundraising	\$85	y
supplies	Screws for indoor planter tables	\$15	\$10	Fundraising	\$25	y
Supplies	Seeds	\$50	\$20	Fundraising	\$70	y
Supplies	Potting Soil for indoor planters	\$55	\$25	Fundraising	\$80	y
Supplies	Trowel shovels	\$35	\$10	Fundraising	\$45	y
Supplies	Eco-friendly Milk Paint	\$140	\$50	Fundraising	\$190	y
Supplies	Paint brushes	\$20	\$5	Fundraising	\$25	y
Supplies	Plants	\$25	\$15	Fundraising	\$40	y
Supplies	Garden Soil	\$40	\$10	Fundraising	\$50	y
Supplies	Bingo Sheets and Chips	\$15	\$5	Fundraising	\$20	y
Supplies	Prizes for Game Night	\$75	\$25	Fundraising	\$100	y
Supplies	Tally Counters for weigh the waste	\$30	\$10	Fundraising	\$40	y
Supplies	Lifetime 80 Gallon Compost Tumbler	\$160	\$25	Fundraising	\$185	y
Food	Locally sourced food for G@T	\$300	\$200	DHN	\$500	y
TOTAL STIPEND		\$3,250	\$18,000			
Stipend	Garden fellow	\$1,500	\$0		\$1,500	y
Stipend	AmeriCorps VISTA	\$750	\$4,000	DHN	\$5,000	y
Salary	Staff Support (25% of FTE and benefits)	\$1,000	\$14,000	DHN	\$15,000	y
Promotional Materials	Social media boost, printing, flyers, and yard signs	\$200	\$50	SGA	\$250	y
Registration	CKP Affiliate fee	\$500	\$700	SGA and DHN	\$1,200	y
	Total Cost	\$5,000	\$19,195		\$24,195	



Funding Application

Before beginning the application process, please verify that you understand the terms and conditions for receiving funding from the SSC:

- The SSC cannot apply retroactive funding, all budget items must occur after the meeting date where the proposal is reviewed.
- Proposals are accepted on a rolling basis and the due date for consideration at each meeting is one week prior to that meeting.
- If approved, the project leader has twelve months to spend the funds. If the project requires an extension beyond this timeline, the project leader will need to submit an extension request.
- The money disbursed from this fund comes from student fees, so sustainability-related student impact is a necessary component for any proposal.
- Presenting the project to the Council is mandatory.
- In order to preserve the Council's ability to effectively review and consider proposals we are limited in the amount of proposals we may review per meeting. In the case that more proposals are received than can be reviewed for a given meeting, Council directors will decide which proposals are heard based on project timeline and order of submission.

By checking the box below, I verify that I understand and accept these terms and conditions.

: Yes

Project title: Gato del Sol VI

Project leader name: Monon Rahman

Project leader email: uksolarcar@gmail.com

Project leader additional contact information:

Contact type	Contact info
Phone	5023814800



Total amount requested from the Council (round up to the nearest whole number): 12,000

UK affiliation: Student Organization

Name of organization: University of Kentucky Solar Car Team

What is your role in the organization?: Team Manager

Brief description of organization: The University of Kentucky Solar Car Team designs, manufactures, and races competitive solar vehicles while providing our engineers and multi-disciplinary students with much-needed hands-on experience outside of their demanding course load, all while contributing to STEM outreach in the Bluegrass region.

Approximately how many active members does your organization have?: 30

Who is your organization's staff/faculty advisor?:

Name	Email
Dr. Tom Henninger	tom.h@uky.edu

To the best of your knowledge, has your organization had any previous involvement with the SSC? This may include membership, funding requests, or involvement with an organization affiliated with the SSC.: Yes, we have received funding from SSC in 2016 and 2017.

How did you hear about the SSC?: Through other student organizations



Describe how your project relates to the three pillars of sustainability (environmental stewardship, economic equity, and social inclusion).: The UK Solar Car Team (UKSC) relates to environmental stewardship by promotes the use and advancement of alternative energy throughout the Bluegrass community. We strive as a team to find ways to reduce our wastes. A primary goal of our research and development team is making solar energy more efficient and cost-affordable, which in turn promotes economic equity. In terms of social inclusion, not only does our team provide a welcoming and open environment for any student that would like to join, we travel around the Bluegrass community to promote STEM education in many rural and urban areas throughout the state.

Please provide an in depth description of your project. You will likely want to copy and paste your response into the text box.: Our team was formed in 1999 – nearly 20 years ago, and is one of the largest and most thriving student engineering organizations on campus. We are a independent, student-led team that operates on the campus of the University of Kentucky through the College of Engineering with a large and active student body. The team works during the school year to design and construct competitive solar vehicles which take part in the Formula Sun Grand Prix and the American Solar Challenge. The current vehicle, Gato Del Sol VI, was completed in July 2018. Gato del Sol VI is the sixth iteration of the Gato del Sol line of vehicles produced by the UK Solar Car Team. Manufacturing and improving the car is the core of UKSC, and provides a source of hands-on project experience unlike any other at UK. Additionally, it provides students with the opportunity to work in cross-functional teams to prepare them for future careers.

Who will this project primarily impact?:

Please select the groups that your project is intended to impact.:

Graduate Students

Lexington Community

Undergraduate Students

UK Community as a Whole

The Environmental Stewardship Fee is a \$4 per semester student tuition fee. Given that the SSC is in charge of distributing these funds, please describe your project's plan to maximize student impact.: Our team is open to all UK student majoring in any subject that want to promote and learn about alternative energy vehicles. We previously have had many majors outside of the College of Engineering on our team, including Finance, Math, Physics, Biology, Film, and Performing Arts. We recruit any students that would like to join throughout the year. We also attend and bring the car to many university wide events, such as Campus Ruckus, College of Engineering Freshman Orientation, and K-week to expose the general student population to alternative energy vehicles.



What type of project is this?:

Career Development

Education

Research

Please select up to three disciplinary categories that best describe your project.:

Engineering

Solar/Energy

The SSC is always seeking further outreach opportunities. Please consider doing one or all of the following with your project to help us reach more people. :

Green Talks Radio segment (recommended)

Feature SSC logo on promotional material

Social Media Promotion

Does this project require the approval of any outside or UK entity? If so, please check the box and include documentation of support at the end of this document.: No

Have this, or any related project, been funded by the SSC in this or previous years?: Yes

You indicated this, or a related project has been funded by the SSC in this or previous years. Please answer the following questions about that project. If the SSC has funded multiple projects in the last three years, please provide information for each one.:

Project	Year funded	Amount (round up to the nearest whole number)
Gato del Sol V	2015	8000
UK Solar Car Team	2016	10000
Gato del Sol VI	2017	13000



Please fill out an itemized budget for your project as it stands. Indicate line items that could be reduced with a check mark. Round up to the nearest whole number for numerical entries.:

Category: Travel

Item name: Hotels

Amount requested from outside the SSC: 0

Amount requested from the SSC: 4000

Name of other funding source: Total cost: 4000

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): No

Category: Event/rentals

Item name: Cars

Amount requested from the SSC: 4000

Amount requested from outside the SSC: 0

Name of other funding source: Total cost: 4000

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): No

Category: Supplies

Item name: Motor Controller

Amount requested from outside the SSC: 0

Amount requested from the SSC: 5000

Name of other funding source: Total cost: 5000

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): No

Please describe who will be in charge of dispensing the funds. If it is not a UK department, how will the funds be dispensed?: UK College of Engineering

Does this project have any additional funding partners? If so please list them and briefly describe their contribution and involvement.: Yes, please see attached item.



Estimated project completion date: 07/31/2019

Please provide a list of the major milestones of your project.: Testing at Kentucky Speedway
- Spring 2019 20 Year Solar Car Event- Spring 2019 Formula Sun Grand Prix - Spring 2019

Include the date (mm/dd/yy) and a brief description of the event. This should include all relevant events to your proposals, such as dates for completion of key project milestones, presentations, or final project completion.:

Date	Event title	Brief description
03/15/2019	Kentucky Speedway	Our team received a donation that paid for us to test drive our car before FSGP at Kentucky Speedway. This test drive will provide necessary data our team needs to be competitive at FSGP.
04/18/2019	20 Year Solar Car Event	Our team was founded in 1999. This means that in the Spring of 2019 we will have been a organization for 20 year. This is a major accomplishment for any solar car team to reach. Because of this, we will be hosting a event for our supporters and alumni to thank them for their part in continuing our team's legacy.
07/22/2019	FSGP	This is the major milestone of this project. The Formula Sun Grand Prix is a track-style competition where our team competes against other collegiate solar car teams to see who can get the most laps in the allotted time. We are hoping to place in the top five this year, which would be a major accomplishment.

If your project timeline is greater than a month, please provide a date around the middle of the project when sufficient progress will have been made to update the SSC.:

04/22/2019



Please attach supporting documents such as promotional material, letters of collaborative funding, or a budget spreadsheet, in addition to the budget provided previously. If you are working in partnership with a UK entity such as the Physical Plant Division, an academic department, etc., their letter of support should be uploaded here as well. Please only attach documents necessary to your proposal, so documents such as individual resumes or cover letters should not be included. All supporting documents should be in PDF format.: