

Student Sustainability Council Meeting

6 April , 2016

| O | Beginning | Ending |
|-------------------------|-----------|---------|
| Abercrombie, Noah | P | P |
| Elliott, Jonathan | A (E) | A (E) |
| Empson, Danielle | P | P |
| Engle, Caroline | P | P |
| French, Preston | A | A |
| Fuentes, Karina | P | P |
| Green, Ellen | P | P |
| Grewelle, Richard | P | P |
| Meyer, Sadie | P | P |
| Miller, Alex | A | A |
| Penava, Elizabeth | P | P |
| Penn, Jerrod | P | P |
| Penn, Hannah | P | P |
| Rogers, Michaela | P | P |
| Smith, Gabriel | A (E) | P |
| Stromberg, Aaron | P | P |
| Stromberg, Sam | P | P |
| Taylor, Jennifer | P | P |
| Tedder, Shane (Advisor) | A | A |
| Thomas, Lauren | P | P |
| Varney, William | P | P |

19:30 – Meeting begins with introductions

19:32 – Reading of the preamble

19:34 – approval of the last meeting minutes

19:35 – Motion to vote on the approval of the last meeting minutes (Hannah, William 2nd)

Vote Yes - 13 No – 0

19:37 – First presentation begins with the Sustainability Challenge Grant proposal

19:49 – First proposal comes to an end, open to Q&A

19:49 – Q&A begins for first proposal begins

19:52 – Q&A for first proposal ends

19:53 – Second presentation begins with the outreach proposal

19:56 – second proposal ends

19:57 – Q&A for second proposal begins

20:02 – Q&A session ends

20:03 – Third presentation begins with the SSC summer intern proposal

20:05 – Third Presentation Ends

20:05 – Q&A for third presentation begins

20:11 – Q&A ends

20:12 - Discussion on first proposal begins

20:20 – Motion to vote on the amendment (Aaron, Jerrod 2nd)

Amendment: The SSC shall have the opportunity to contribute delegates proportional to our funding portions amount, and the call for delegates, from the SSC, will be made three weeks in advance of the first steering committing meeting.

Vote Yes - 17 No – 0

20:22 – Motion to extend discussion by two minutes (Sam, Caroline 2nd)

20:24 – Motion to extend discussion (Sam, Aaron 2nd)

20:27 – Motion to vote on proposal as amended (Empson, William 2nd)

20:28 – Discussion on second proposal begins

20:36 – Motion to vote on amendment

Amendment: strike Frisbees from the proposal

Vote Yes - 17 No – 0

20:37 – Motion to vote as amended (Danielle, Aaron 2nd)

Vote Yes - 15 No – 0(2 abstain)

20:38 – Discussion on third proposal begins

20:46 – Motion to vote on amendment (Aaron, William 2nd)

Amendment: proposal applications will be due by five pm Friday the 22nd of april, and a three plus person subcommittee will be formed within the ssc to evaluate the applications before the 29th of April. Decisions will go out on the 29th

Vote Yes - 17 No – 0

20:48 – Motion to vote on proposal as amended (Danielle, Sam 2nd)

Vote Yes - 16 No – 0(1 abstain)

20:50 – Outreach committee updates

20:52 – Development committee updates

20:54 – Update on the status of the directors positions and their responsibilities.

21:00 – directors nominations discussion begins

21:04 – Motion to vote on nomination deadline

Amendment: nominations are due to Shane by Thursday April 14th at 5 pm

Vote Yes - 17 No – 0

21:04 – Liaison process discussion begins

21:14 – Motion to amend liaison process

21:15 - Motion to vote on liaison process amendment

Amendment: the liaison process in on a one year probationary period.

Vote Yes - 17 No – 0

21:17 – announcements

21:20 – meeting adjourned

University of Kentucky Student Sustainability Council 2015-2016 Grant Application

1. Name: Shane Tedder
2. Email: shane.tedder@uky.edu
3. UK Affiliation: Staff
4. Proposed Project Title: Sustainability Challenge Grant Partnership, year 3
5. If applicable, please provide the sponsoring or overseeing organization. (e.g. the Office of Sustainability, Wildcat Wheels, the Dept. of Ag. Economics, etc.): The Challenge Grant project will be administered jointly by the TFISE, PSAC, and the Office of Sustainability, via an Executive Review Committee
6. Total Amount Requested from the Council: Up to \$25,000
7. Would you like to make a presentation to the Council before your proposal is reviewed? Yes
8. Please mark the primary and secondary focus areas of your project with a **1** and **2**, respectively.
 - Recycling:
 - Transportation:
 - Agriculture/Gardening:
 - Water:

- Renewable Energy/
Energy Conservation:
- Climate Change:
- Local Environment:
- Behavioral Change:
- Species Diversity/Conservation:
- Other (Please Describe): Challenge Grant program solicits interdisciplinary ideas that could touch on all of these topics and more.

9. Please name any other project leaders:

Name: Rebecca McCulley and Suzette Walling

Title & Department: The Tracy Farmer Institute for Sustainability and the Environment

Project Role: Co-Leads

Email: Rebecca.mcculley@uky.edu and s.walling@uky.edu

Name: Lee Meyer and Courtney Fisk

Title & Department: Co-Chairs of President's Sustainability Advisory Committee

Project Role: Co-Leads

Email: lee.meyer@uky.edu and Courtney.fisk@uky.edu

Please note that any project leaders listed will be excused for closed discussion of their project proposal.

10. Please describe the project, its goals, and how it contributes to UK student knowledge, attitudes & culture, or practices of the 3 pillars of sustainability (i.e. economic, environmental and social), including potential long term effects.

The purpose of the program is to engage multidisciplinary teams from the University community in the creation and implementation of ideas that will promote sustainability by simultaneously advancing economic vitality, ecological integrity and social equity. We feel that the program has been very successful in this effort for the past two years and would like to continue to engage the campus community through this effort.

To be eligible projects are required to demonstrate that they:

- Involve a multidisciplinary team
- Simultaneously advance economic vitality, ecological integrity, and social equity now and into the future

Projects are also strongly encouraged to:

- Engage students via internships, research assistantships, course credit, etc.
- Use the UK campus as a living laboratory, including letters of support from appropriate campus operations units as needed.
- Have significant deliverables within 12 months of award

11. Name any anticipated project affiliates and describe the extent of their support, including any financial, matching or in-kind support. Specific details are encouraged.

Total funding for the first year (2015) of the Sustainability Challenge grants was \$100,000. \$25K came from the SSC, \$50K from the EVPFA and \$25K from the VP for Research. For 2016, the second year of the program, total funding was \$200,000 with \$100,000K from EVPFA and \$33,333 from the SSC, the Provost and the VP for research. Given the potential for reduction in state funds in the next fiscal year we are scaling back the program for its third year and are targeting \$100,000 in total funding. Our hope is to raise these funds from the same sources and in the same proportions as last year. 50% from EVPFA, and 16.7% (\$16,700) from SSC, Provost and VPR. However, this request is for up to \$25K in case one of the funding partners is unable to participate. If we are unable to secure commitments from at least two other funding sources, we will reconsider continuing the program. The SSC funding, if approved, would only be used if a majority of the funding sources also contribute. At this time, formal request have not been made to the other funding bodies but those request will go out this month as all units begin working on their budgets for next year.

12. Please mark the primary target population of your project with a 1.

- UK (general):
 - Undergraduates: 1
 - Graduates: 1
- Community:
- Faculty:1
- Other (Please Describe):

In 250 words or less, please answer the following questions.

13. Describe the intended University of Kentucky audiences and potential number of people impacted including any potential diverse segments such as student or community organizations and supporting evidence (e.g. expected or historical event/speaker attendance). The primary audience for the call for proposals are interdisciplinary teams consisting of students, faculty, staff and community members with ideas for sustainability-driven projects that use the campus as a living laboratory. In 2015, we received proposals from 18 such teams representing 91 individuals. The number of people impacted by the 14 projects funded to date is tough to pin down but is definitely in the hundreds and touches practically every corner of the campus and has deep reach into the community.
14. Are there any students involved in the proposed project? If so, do they benefit from professional or technical skills, outputs, or experiences such as presentations, posters, or reports? Each project funded to date has had a high degree student participation though the nature of that participation is not prescribed and varies from project to project. Students are gaining valuable experience in project coordination, curriculum development, community outreach, public speaking, report preparation and research.
15. Please describe any previous history and to what extent you, other project leaders, or the sponsoring organization may have with the UK Student Sustainability Council. This would be third year for the Sustainability Challenge Grants and the SSC has been a key partner in making this program a reality. As mentioned above, the SSC has contributed funding in both years and last year Ricky Grewelle participated in the selection of the funded projects. More details on the 14 projects funded to date can be found here: <http://www.sustainability.uky.edu/ChallengeGrants>
16. Please outline a timeline and milestones to ensure project efficacy prior to and after project implementation.
 - Secure a total of \$100,000 funding from previous funding sources by the end of April 2016
 - Summer 2016: finalize call for proposals and administrative structure
 - August 1, 2016 release call to campus community. Proposals due by mid-October 2016.
 - October-November 2016: Two part review process: Technical review followed by executive review and awards
 - Mid November 2016: Winners notified
 - December 2016: Winning projects participate in a public showcase event describing their projects.
 - January 2017: Funding Available
 - April, July, and October 2017: Progress Reports Due
 - January 2018: Final reports or extension requests due
17. Does the success of your project require prior approval of other UK or non-UK entities (e.g. IRB or venue approval, etc.)? If so, please provide supporting documentation. Yes. Success of the project is directly tied to the commitments from the funding entities. If we are unable to secure a total of \$100,000 for the program, we may reconsider continuing the initiative.
18. Please demonstrate how the Student Sustainability Council will be credited or advertised in your project (this can include promotional material). Would a project leader be available for a radio interview? The SSC is

credited on the program website and in all news releases related to the effort. The funded projects are also encouraged to promote the program and funding partners when they present and market their individual efforts. We would be happy to join the SSC on the radio to talk about the project.

19. Using the following format, please provide a line item budget for the total amount request and what percent of the project is being sponsored by SSC funding. Provide information sources or reasoning for the budget estimates.

| Description | \$ Total Cost | \$ Request from SSC | Source of remaining funds |
|--|---------------|---------------------|------------------------------------|
| \$100,000 pool of funds for Challenge Grants | \$100,000 | Up to \$25K | EVPFA, VP for Research and Provost |
| | | | |
| | | | |
| | | | |

20. Are you willing to accept a general reduction in your budget? Yes
21. Are you willing to accept line item changes in your budget? Yes
22. You may include additional attachments to supplement the application such as promotional material, resumes, letters of collaborative funding, etc. Final reports from two of the 2015 projects are included with this proposal. Additional information on all 14 funded projects available here: <http://www.sustainability.uky.edu/ChallengeGrants>. This program was recognized by the Association for the Advancement of Sustainability in Higher Education (AASHE) as a finalist for their annual campus awards and is included as a case study on their website: <http://www.aashe.org/resources/case-studies/university-kentucky-sustainability-challenge-grant-program>

Submit project proposals and/or questions on proposal processes to ukstudentsustainabilitycouncil@gmail.com with 'SSC Proposal' as the subject line.

If successfully funded, a councilmember will be assigned to your project. Failure to communicate with this person can result in a total or partial loss of funding. **Any changes in the use of approved funding must be resubmitted and re-approved by the Council. Unused funds are automatically returned to the SSC.**

Project proposals will be considered on a rolling basis and must be received 1 week prior a scheduled meeting in order to be considered for the agenda. If SSC and applicant are able to confirm that project, if funded, would be in compliance with University Business Procedures. The Fall 2015 meeting schedule is listed below:

| <u>Meeting date</u> | <u>Proposal due date</u> |
|---------------------|------------------------------------|
| February 3, 2016 - | Proposals due by January 27, 2016 |
| February 17, 2016 - | Proposals due by February 10, 2016 |
| March 2, 2016 - | Proposals due by February 24, 2016 |
| April 6, 2016 - | Proposals due by March 30, 2016 |
| April 20, 2016 - | Proposals due by April 13, 2016 |

University of Kentucky Student Sustainability Council 2015-2016 Grant Application

1. Name: Ellen Green
2. Email: ellen.green@uky.edu
3. UK Affiliation: Undergraduate student
4. Proposed Project Title: SSC Outreach Committee tabling supplies
5. If applicable, please provide the sponsoring or overseeing organization. (e.g. the Office of Sustainability, Wildcat Wheels, the Dept. of Ag. Economics, etc.):
6. Total Amount Requested from the Council: \$1,146
7. Would you like to make a presentation to the Council before your proposal is reviewed? Yes

8. Please mark the primary and secondary focus areas of your project with a **1** and **2**, respectively.

- Recycling:
- Transportation:
- Agriculture/Gardening:
- Water:
- Renewable Energy/
- Energy Conservation:
- Climate Change:
- Local Environment:
- Behavioral Change:
- Species Diversity/Conservation:
- Other (Please Describe): 1, Organizational promotion

9. Please name any other project leaders: n/a

Name

Title & Department

Project Role

Email

Name

Title & Department

Project Role

Email

Please note that any project leaders listed will be excused for closed discussion of their project proposal.

10. Please describe the project, its goals, and how it contributes to UK student knowledge, attitudes & culture, or practices of the 3 pillars of sustainability (i.e. economic, environmental and social), including potential long term effects.
 - a. The goal of this project is to advance sustainability indirectly through the promotion of the SSC and its projects. The money from this proposal will fund printing and lamination for updated information on the SSC's tabling poster, printing of updated brochures, and the production of new promotional materials (stickers, reusable shopping bags, and biodegradable frisbees) to distribute at tabling events. The new presentation and new materials will help the Outreach Committee and the Council as a whole to expand accurate awareness of the SSC on campus, which in turn will generate interest in membership, the drafting of proposals for projects, and, of course, awareness of sustainability in general. Our goal is to create unique tabling supplies with sustainability in mind, while picking items that are unique and not often used by other organizations.
 - b. Each of our promotional items was chosen very deliberately in an effort to maintain integrity toward the SSC's mission to assist in the sustainable realization of UK. The frisbees, shopping bags, and stickers. The frisbees were chosen because we believe they are a unique item, and because they are made of biodegradable material. The cloth shopping bags were chosen because they promote sustainable behavior and the variety chosen uses recycled material. The stickers are made of corn instead of petroleum, and they are a simple, yet effective way to create organizational recognition on campus.

11. Name any anticipated project affiliates and describe the extent of their support, including any financial, matching or in-kind support. Specific details are encouraged.
 - a. n/a

12. Please mark the primary target population of your project with a **1**.
 - UK (general): 1
 - Undergraduates:
 - Graduates:
 - Community:
 - Faculty:
 - Other (Please Describe):

In 250 words or less, please answer the following questions.

13. Describe the intended University of Kentucky audiences and potential number of people impacted including any potential diverse segments such as student or community organizations and supporting evidence (e.g. expected or historical event/speaker attendance).
 - a. This proposal will impact a large portion of the campus community by allowing the SSC to have more accurate and engaging information and unique promotional items to distribute at tabling events. The goal is for tabling to begin to happen twice a month going forward, meaning these materials will be used frequently in the future.

14. Are there any students involved in the proposed project? If so, do they benefit from professional or technical skills, outputs, or experiences such as presentations, posters, or reports?
 - a. The students involved in the project will be Outreach Committee members. They will benefit from the opportunity to research price estimates, order products, develop promotional materials, and communicate with students—all of which develop skills that will be useful in future scenarios.

15. Please describe any previous history and to what extent you, other project leaders, or the sponsoring organization may have with the UK Student Sustainability Council.
 - a. We are part of the SSC.

16. Please outline a timeline and milestones to ensure project efficacy prior to and after project implementation.
 - a. We hope to get the board updated and materials ready by the end of this school year so that next year's council can use them as soon as the school year begins.

17. Does the success of your project require prior approval of other UK or non-UK entities (e.g. IRB or venue approval, etc.)? If so, please provide supporting documentation.
 - a. The only necessary approval is tabling space, and the Outreach Director has experience gaining such permission and will be able to continue to do so easily.

18. Please demonstrate how the Student Sustainability Council will be credited or advertised in your project (this can include promotional material). Would a project leader be available for a radio interview?
 - a. The SSC is the entity being promoted by these materials.

19. Using the following format, please provide a line item budget for the total amount request and what percent of the project is being sponsored by SSC funding. Provide information sources or reasoning for the budget estimates.

| Description | \$ Total Cost | \$ Request from SSC | Source of remaining funds |
|--|---------------|---------------------|---------------------------|
| STICKERS: White Earthfirst PLA Matte (Lightning Labels), qty. 1000 | \$361 | \$361 | |
| FRISBEES, qty. 200 | \$328 | \$328 | |
| MISC. BOARD SUPPLIES (Board item lamination, brochure printing) | \$78 | \$78 | |
| SHOPPING BAGS, qty. 200 | \$379 | \$379 | |

20. Are you willing to accept a general reduction in your budget?
 - a. Yes
21. Are you willing to accept line item changes in your budget?
 - a. Yes
22. You may include additional attachments to supplement the application such as promotional material, resumes, letters of collaborative funding, etc.

Submit project proposals and/or questions on proposal processes to ukstudentsustainabilitycouncil@gmail.com with 'SSC Proposal' as the subject line.

If successfully funded, a councilmember will be assigned to your project. Failure to communicate with this person can result in a total or partial loss of funding. **Any changes in the use of approved funding must be resubmitted and re-approved by the Council. Unused funds are automatically returned to the SSC.**

Project proposals will be considered on a rolling basis and must be received 1 week prior a scheduled meeting in order to be considered for the agenda. If SSC and applicant are able to confirm that project, if funded, would be in compliance with University Business Procedures. The Fall 2015 meeting schedule is listed below:

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| March 2, 2016 - | Proposals due by February 24, 2016 |

April 6, 2016 -

Proposals due by March 30,
2016

April 20, 2016 -

Proposals due by April 13, 2016

University of Kentucky Student Sustainability Council 2015-2016 Grant Application

1. Name: Jerrod Penn
2. Email: jerrod.penn@uky.edu
3. UK Affiliation: Graduate Student
4. Proposed Project Title: 2016 Summer SSC Intern
5. If applicable, please provide the sponsoring or overseeing organization. (e.g. the Office of Sustainability, Wildcat Wheels, the Dept. of Ag. Economics, etc.): Internal
6. Total Amount Requested from the Council: \$1832
7. Would you like to make a presentation to the Council before your proposal is reviewed?
Sure

8. Please mark the primary and secondary focus areas of your project with a **1** and **2**, respectively.

- Recycling: • Climate Change:
- Transportation: • Local Environment: • Agriculture/Gardening: • Behavioral Change:
- Water: • Species Diversity/Conservation:
- Renewable Energy/ • Other (Please Describe): **1 Council Development**
Energy Conservation:

9. Please name any other project leaders:

Name

Title & Department

Project Role

Email

Name

Title & Department

Project Role

Email

Please note that any project leaders listed will be excused for closed discussion of their project proposal.

10. Please describe the project, its goals, and how it contributes to UK student knowledge, attitudes & culture, or practices of the 3 pillars of sustainability (i.e. economic, environmental and social), including potential long term effects.

The purpose of this project is to continue the development and improvement of the SSC during the summer while the organization is usually inactive. The intern would help organize SSC documents, do summer tabling, and generally prepare for the new fall council. A short list of suggested objectives appears at the end of this document.

Selection occurs by the directors, Karina Fuentes (last year's intern), and Shane Tedder. Consideration of candidates will be prioritized towards current and continuing SSC members, followed by current noncontinuing or new SSC members. In the event no one from the SSC applies, the position be advertised to the general UK student body.

11. Name any anticipated project affiliates and describe the extent of their support, including any financial, matching or in-kind support. Specific details are encouraged.

Updated 1/28/16

None

12. Please mark the primary target population of your project with a **1**.

- | | |
|-------------------|---|
| • UK (general): | • Community: |
| • Undergraduates: | • Faculty: |
| • Graduates: | • Other (Please Describe): 1 Council |

In 250 words or less, please answer the following questions.

13. Describe the intended University of Kentucky audiences and potential number of people impacted including any potential diverse segments such as student or community organizations and supporting evidence (e.g. expected or historical event/speaker attendance).

The anticipated work for the intern involves significant documentation and generation of quickly digestible information for the benefit of the Council and transparency to the student body. A secondary component involves outreach to previously funded groups and potential

Updated 1/28/16

collaborations with other organizations in order to create recognition for the Council and sustainability-related issues on campus in general among broad sections of the campus community that might not actively seek out sustainability-related events on their own.

14. Are there any students involved in the proposed project? If so, do they benefit from professional or technical skills, outputs, or experiences such as presentations, posters, or reports?

As much as possible in a non-technical endeavor, the intern will generate reports such that they enhance their own critical thinking and problem solving skills from a broad and detailed perspective. These reports will be of advisor-approved quality such that it could serve as a writing sample for the undergraduate, will bear the SSC name, and will be shareable in the UK community. The internship would serve as an excellent opportunity to develop relevant skills and work history for students interested in sustainability-related fields.

15. Please describe any previous history and to what extent you, other project leaders, or the sponsoring organization may have with the UK Student Sustainability Council.

16. Please outline a timeline and milestones to ensure project efficacy prior to and after project implementation.

- If approved, internship opens up and is advertised ASAP.
- Deadline is Wednesday April 20th
- Selection occurs by directors, Karina Fuentes, and Shane Tedder at April 22nd directors meeting from the final SSC meeting with the hope the intern can attend the final meeting.
- Start of the internship is set for Tuesday May 10th (first day of class) but is flexible

17. Does the success of your project require prior approval of other UK or non-UK entities (e.g. IRB or venue approval, etc.)? If so, please provide supporting documentation. No

18. Please demonstrate how the Student Sustainability Council will be credited or advertised in your project (this can include promotional material). Would a project leader be available for a radio interview?

Presumably the intern will continuously advertise the SSC in the tabling endeavors. They would also be a good candidate for an interview.

Updated 1/28/16

Updated 1/28/16

19. Using the following format, please provide a line item budget for the total amount request and what percent of the project is being sponsored by SSC funding. Provide information sources or reasoning for the budget estimates.

| Description | \$ Total Cost | \$ Request from SSC | Source of remaining funds |
|---|---------------|---------------------|---------------------------|
| 160 hours over no less than 10 weeks @ \$10 | \$1600 | \$1600 | |
| 14.5% STEPS fee | \$232 | | |
| | | | |
| Total | \$1832 | | |

20. Are you willing to accept a general reduction in your budget? Yes

21. Are you willing to accept line item changes in your budget? Yes

22. You may include additional attachments to supplement the application such as promotional material, resumes, letters of collaborative funding, etc.

Submit project proposals and/or questions on proposal processes to ukstudentsustainabilitycouncil@gmail.com with '**SSC Proposal**' as the subject line.

If successfully funded, a councilmember will be assigned to your project. Failure to communicate with this person can result in a total or partial loss of funding. **Any changes in the use of approved funding must be resubmitted and re-approved by the Council. Unused funds are automatically returned to the SSC.**

Project proposals will be considered on a rolling basis and must be received 1 week prior a scheduled meeting in order to be considered for the agenda. If SSC and applicant are able to confirm that project, if funded, would be in compliance with University Business Procedures. The Fall 2015 meeting schedule is listed below:

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March 2, 2016 - Proposals due by February 24,
2016 April 6, 2016 - Proposals due by March
30, 2016 April 20, 2016 - Proposals due by
April 13, 2016

Intern Priorities (list is not exhaustive, we welcome other recommendations)

1. 2016-2017 Council Welcome Report/2015-2016 Year in Review Report
 - a. Green fee of comparable schools in 2015-2016
 - b. Attendance per member/organization in 2015-2016
2. SSC tabling at various summer events
3. Follow-up with previous funding awardees.
4. Collect photos and short bios for 2016-17 Council to appear on website.

Updated 1/28/16

Updated 1/28/16