Allocating the Cleaner Energy Technologies Fee and the Sustainable Campus Environment Fee: A Narrative by the Student Sustainability Committee

Presented to the Student Fee Advisory Committee
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Student Fee Advisory Committee Narrative

I. Executive Summary

The Student Sustainability Committee (SSC) acts as a resource to fund campus sustainability projects and initiatives at the University of Illinois. Projects cover all topics relevant to sustainability, but often include energy conservation, renewable energy, native landscaping, water conservation, sustainability education, sustainable transportation, local food, and waste disposal. In order to maintain the students' voice in matters of campus sustainability, continue student outreach and education initiatives, and to make the University of Illinois a leader in campus sustainability, SSC requests that the current level of funding be maintained or increased.

II. Introduction

SSC acts as a resource to fund campus sustainability projects and initiatives that represent more than "business as usual" changes at the University of Illinois. SSC has been proud to support first implementations of sustainability technology and best practices at Illinois.

Using the Climate Action Plan (iCAP) for campus goals, SSC seeks to support transformative projects and initiatives with the objective of technology diffusion and culture change at the University of Illinois in a way that engages the student body.

II.A. Mission and Fee Mandates

The Student Sustainability Committee (SSC) is a student-led organization charged with the distribution of two student fees – the Sustainable Campus Environment Fee and the Cleaner Energy Technologies Fee.

The Cleaner Energy Technologies fee was established with the following mandate: "To purchase cleaner energy technologies for campus including solar, wind, hydrogen, and geothermal projects, energy efficiency purchases, and the purchase of renewable energy from non-University producers."

The Sustainable Campus Environment fee has a broader mandate that encompasses more areas of sustainability: "To help establish a sustainable campus environment by financing initiatives such as green buildings, engagement of the university community, recycling, energy efficiency, and environmentally responsible purchasing."

With the ultimate goal of making the University of Illinois at Urbana-Champaign a leader in campus sustainability, SSC reviews, recommends, and funds projects that increase environmental stewardship, inspire change, and impact students.

II.B. Committee Composition and Appointment

The Student Sustainability Committee is a campus committee within the division of Student Affairs. The committee is comprised of ten voting student members, five ex officio non-voting staff members, and six ex officio non-voting faculty members. At least three SSC student members are graduate students. SSC is responsible for allocating funds generated by two dedicated student green fees--Sustainable Campus Environment and Cleaner Energy

Technologies (see Referendum and Campaign History section for description of fee mandates). SSC proposes funding recommendations to the Director of the Office of Sustainability for final approval.

Students are appointed by the Illinois Student Senate and serve a one-year term. Faculty and staff ex officio members are selected by the SSC Chair and the Director of the Center for a Sustainable Environment and serve a one-year term. Administrative support, including the full-time Program Advisor, accounting, and marketing is provided by the Student Programs and Activities office in the Illini Union. The Program Advisor is tasked with duties as outlined in Article VIII of SSC Bylaws (See Appendix A).

II.C. Referendum and Campaign History

In 2003, Students for Environmental Concerns (SECS) initiated and promoted a semester fee of $2.00 per student to be used with the intent of reducing the environmental impact of University operations. In order to initiate such a fee, SECS had to collect signatures from seven percent of the student body (~3,000 signatures) for the issue to go to student referendum. They reached this goal, and the student body approved the $2.00 per semester Cleaner Energy Technologies Fee to improve energy efficiency and implement renewable energy on campus. The intent of the fee is to "provide pollution-free renewable energy as a portion of the campus energy portfolio and reduce campus energy consumption." The impetus for establishing the fee was to build a wind farm for the U of I campus and ultimately expand the campus' renewable energy portfolio. The types of projects to be considered with the fee include wind power, solar energy, and other renewable sources such as hydrogen, biomass, and geothermal systems. A portion of the funds may be used for campus energy efficiency projects such as energy audits of campus building systems.

In Spring 2007, a $5 per semester refundable student fee for a Sustainable Campus Environment was approved by referendum of the student body by the Board of Trustees. This fee finances initiatives such as green buildings, engagement of the university community, recycling, energy efficiency, and environmentally responsible purchasing in order to create a more sustainable campus environment.

In Spring 2010, students passed a referendum that raised the Sustainable Campus Environment Fee from $5 to $14. The measure passed by 77% approval and established University of Illinois at Urbana-Champaign as having the largest sustainability funding pool of its kind in the United States.

In Spring 2012, university administration changed the Student Code and transitioned all refundable fees to non-refundable fees, lowering the total refundable fee amount from $69 to $60 per student per semester. This impacts the Sustainable Campus Environment Fee taking it from $14/semester to $12.06. Annual revenue still remains above $1 million with this change.

II.D. Committee Structures

II.D.1 Subcommittees

The standing subcommittees consist of the following: Executive, Bylaws, Finance, and Marketing. All subcommittees are chaired by a student and contain students, faculty, and staff from the full committee. Ad hoc committees are created as needed.

The Executive Subcommittee consists of the executive board of the committee: chair, vice chairs, treasurer, and communications coordinator.

II.D.2 Working Groups

SSC has six working groups, each focusing on a specific topic related to campus sustainability: energy, water, transportation, education, food & waste, and land. Proposal pre-reviews will take place within these working groups. Pre-review groups will make recommendations to the full committee. Members are encouraged to invite students, faculty, and staff outside of SSC to attend working group meetings and participate in discussions. Though only full committee student members can vote, it is important to include other students in this process to include as much student voice as possible.

Additionally, members are encouraged to explore possible projects for future funding within these working groups. For example, members of the Water Working Group are encouraged to seek out proposals or suggest project ideas for projects within that focus area (explore grey water use on campus, explore ways to reduce cooling tower water usage, etc).

III. Funding Process

The committee allocates money twice a year, during the fall and spring funding cycles. The first step that SSC takes in order to end each cycle with a healthy stack of highly qualified proposals is to market itself and pay close attention to its visibility on campus. SSC members regularly make appearances during Quad Day, the Green Apple Day of Service, the Environmental Expo, Sustainability Week, Earth Week, Activity Day, and the Homecoming Parade, to spread awareness of its purpose and to attract competitive proposals.

In order to apply for funding, project teams must submit a basic abstract of their proposal by mid-October. This includes a description of the project, a list of those involved or supporting it, how the project will involve and affect students, and a preliminary budget. This is called the Step 1 proposal.

The Step 1 proposals are categorized by the Chair and sent to the appropriate Working Groups. Each Working Group chair then organizes their group of students to read and discuss each proposal to determine if it meets the basic funding criteria of SSC and the Working Group. If they decide that it does, the project leader will be invited to submit a Step 2 proposal. A project will not be invited to Step 2 if, for instance, the project funds personal research, does not affect the UIUC campus, or is not connected to sustainability; and the leader of the project will be told why they were not accepted. The Funding Guidelines (see Appendix B) are used to determine is a project should be invited to Step 2.

The Step 2 proposal involves a detailed rationale and budget breakdown for the project, and an analysis of its effects on greenhouse gases, energy efficiency, and waste streams, if any of these are applicable. It also includes any letters of support from University groups and accounts of other funds received; both of these things enhance an application. As the project teams work on this proposal, the Working Group chair organizes meetings between SSC, Facilities and Services, and a project representative, in order to voice concerns and help guide the project's development. Facilities and Services is asked to give detailed comments and revisions to the budget and schedule of some projects, which will help avoid logistical and administrative delays in project implementation.

Once Step 2 proposals are received, the committee may make recommendations and request further documentation for any of the projects. Shortly after these are received, SSC makes its final vote to decide which projects will receive funding; whether they will be fully or partially funded; and whether funding rests on any conditions. Funding decisions are guided by the funding criteria determined by each Working Group (see Appendix C). Funding decisions are final after approval by the director of the Center for a Sustainable Environment.

SSC may assist funded projects in their implementation. Whether it does this or not, projects must submit reports of their progress each semester. If the project takes longer to implement than described in the Step 2 proposal schedule, or if the team feels that some aspect of the project should be changed or removed, they must submit a Scope Change Request letter describing the proposed change and the reasoning behind it. At a full committee meeting SSC will vote on whether or not to allow the scope change.

IV. Finances

IV.A. Overview

SSC is responsible for two fees: the Sustainable Campus Environment Fee and the Cleaner Energy Technologies Fee. Because of this, the allocation of SSC funding often favors energy projects. As shown in Figure 1, over 50% of overall funding goes to energy projects.
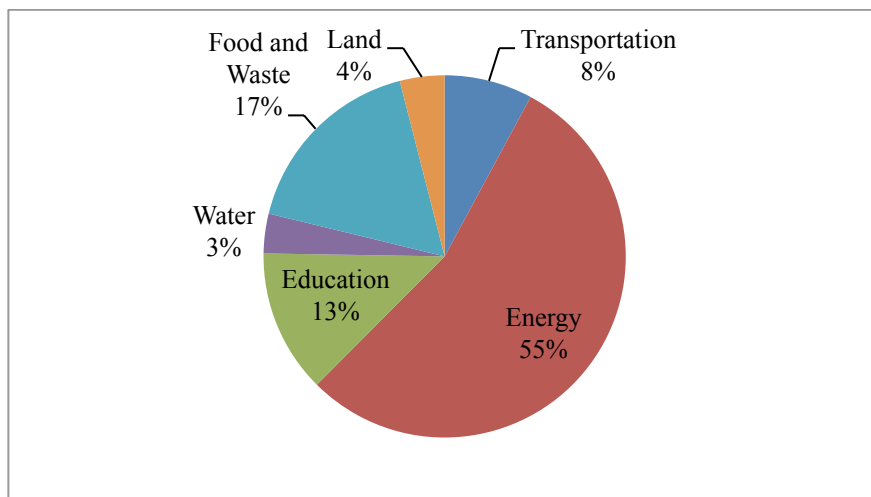

Figure 1. SSC Allocations by Category (2008-Present).

However, the separate fees are not the only cause of this disparity. The nature of energy projects contributes to their prevalence and frequent success as well. Projects involving major efficiency updates and renewable energy involve substantial changes to existing infrastructure, so these projects are naturally more expensive than most prairie restoration or rain garden projects.

Figure 2 shows the breakdown of funding by category for every year. Again, energy stands out as the largest allocation category.
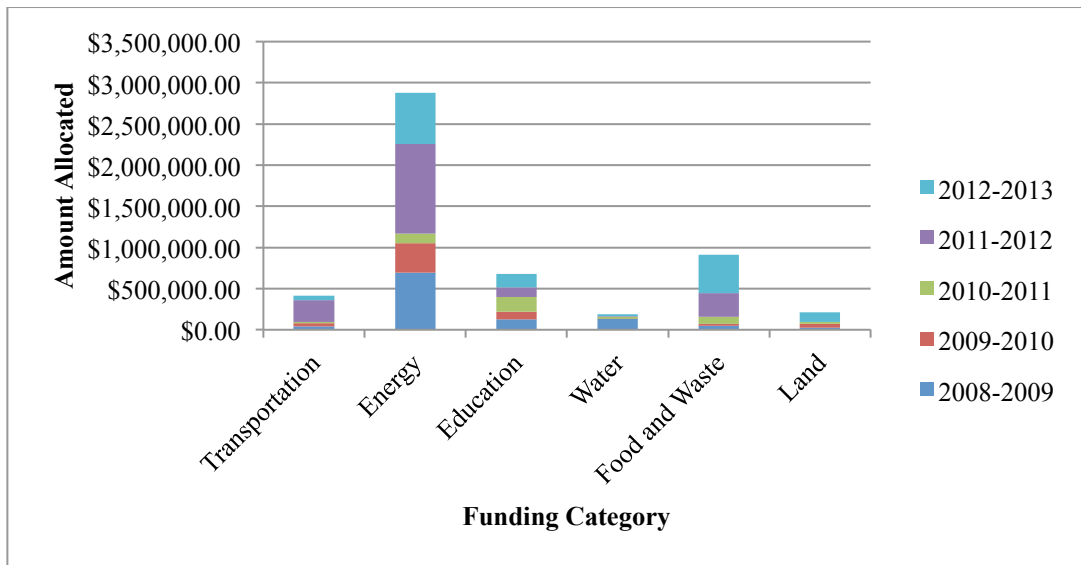
Figure 2. Total Amount Allocated by Category (2008-Present).

Perhaps a better representation of the categorical spending comes from the Sustainable Campus Environment Fee alone (see Figure 3). This fee allows SSC to allocate funding to campus sustainability projects more freely, by not restricting the category of use. This results in more diverse projects, greater student impact, and a more holistic approach to achieving sustainability.

Figure 3. SSC Allocations from the Campus Sustainable Environment Fee by Category (2008-Present).

In the Campus Sustainable Environment Fee, energy projects still receive more funding than any other category. However, it is much more balanced and more representative of students' interests.

Finally, SSC spending has varied from year to year. This is due, in part, to larger projects needing funding commitments before the planning has been completed. Sometimes, funding is allocated, but as planning proceeds for these projects, unanticipated costs and campus policies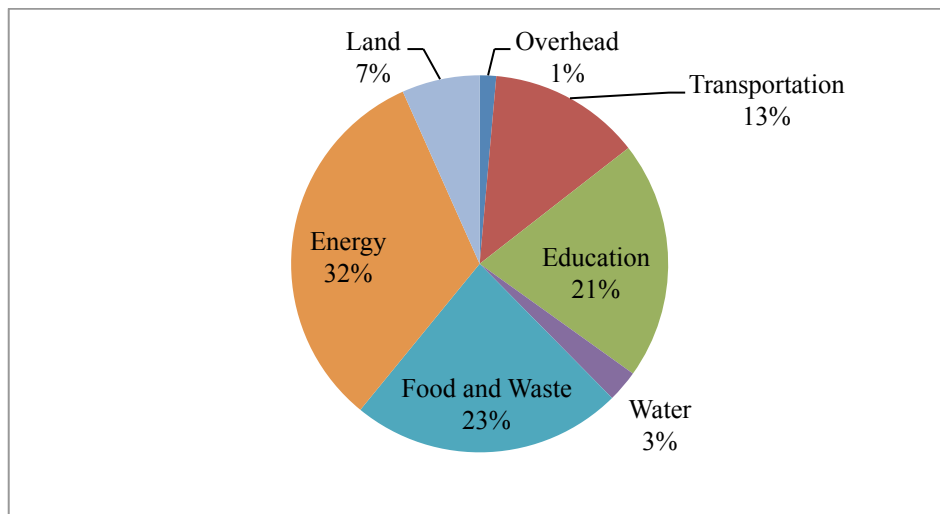 can render the project infeasible. When this happens, those allocations go back into the funding pool for the next year to be reallocated, thus adding to that year's budget. SSC has taken measures to increase the likelihood of the projects' success including the implementation of the Facilities and Services review process. The newly established Working Groups can also serve to vet projects more thoroughly and guide applicants through the application process, making sure that issues are addressed before funding is allocated.
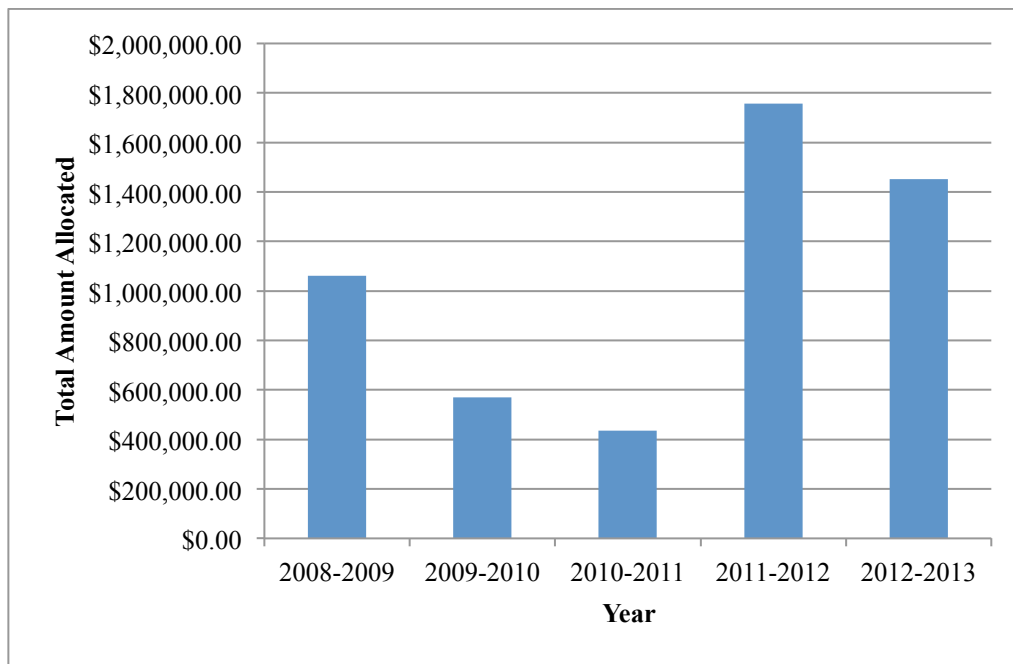
Figure 4. Total Allocations per Academic Year (2008-Present).

IV.B. SSC Accounts and Projects Funded

Tables 1-12 contain the account balances, projects funded and project descriptions for both fees for the last two fiscal years. It is important to note, that while the SSC account balance may seem high, the majority of the funds in the account have already been committed to projects from the previous two fiscal years. Due to the account setup, when funds are allocated they remain in the SSC account. Projects are given an account number to withdraw from the account. Therefore, most of the balance in our accounts is actually already allocated to projects and does not carry over from previous funding cycles.

Further information about the accounting or projects funded is available upon request. Please contact SSC Chair Marika Nell with any questions.

IV.B.1. Cleaner Energy Technologies Fee

Table 1. Accounting for the Cleaner Energy Technologies Fee in Fiscal Year 2012.

Banner Account Balance	
Account Balance as of 6/30/11	$573,900
FY12 Fees Collected	$179,361
FY12 Project Expenses	($29,813)
Account Balance as of 6/30/12	$723,448
SSC Committed Funds	
Committed Funds at the end of FY12	($457,952)
Available Balance as of 6/30/12	**$265,496**

Table 2. Projects Funded from the Cleaner Energy Technologies Fee in Fiscal Year 2012.

Projects Approved Fall 2011-Spring 2012	
Main Library Steam Reduction	$215,000
Krannert Solar Conceptualization Phase	$100,000
Electrical & Computer Engineering Solar Installation	$150,000
Total Approved 2011-2012 Projects	**$465,000**

Table 3. Projects Funded from the Cleaner Energy Technologies Fee in Fiscal Year 2012.

Project Summary

Main Library Steam Reduction	**04/2012-06/2013**

This project will reduce the need for burning coal to fulfill the campus steam energy demand, by reducing the steam load at the Main Library. The Library's annual utility expense is almost $1.3 million with steam accounting for $775,000 of it. Much of the steam distribution equipment is original and in need of replacement. Specifically, this project will address Pressure Reducing Valves, Steam Traps, and Control Valve needs at the Main Library.

Krannert Solar Conceptualization Phase	**05/2012-06/2013**

The solar array project will yield significant energy savings (estimated 13%, it will increase awareness of the Student Sustainability Committee's efforts, reduce greenhouse gas emissions, and inspire and motivate individuals to reduce their individual footprints through education by example. This project has a 3:1 matching grant from the Department of Commerce and Economic Opportunity (DCEO). SSC is funding the conceptualization phase of this proposal in order to make this project a reality.

Electrical & Computer Engineering Solar Installation   **04/2012-06/2013**

The goal of this project is to prepare a major solar energy component to support this building. This project will use seed funding from the Student Sustainability Committee to initiate work on the solar energy components of the new structure as a way of participating in this green building. SSC support will help make the facility and its solar resources unique educational living energy laboratories. Students in energy-oriented classes will be able to work hands-on with the energy system and the solar generation plant.

IV.B.1.2. Fiscal Year 2013

Table 4. Accounting for the Cleaner Energy Technologies Fee in Fiscal Year 2013.

Banner Account Balance	
Account Balance as of 6/30/12	$723,448
FY13 Fees Collected	$179,737
FY13 Project Expenses	($354,697)
Account Balance as of 6/30/13	$548,488
SSC Committed Funds	
Committed Funds at the end of FY13	($278,144)
Available Balance as of 6/30/13	**$270,344**

Table 5. Projects Funded from the Cleaner Energy Technologies Fee in Fiscal Year 2013.

Projects Approved 2012-2013	
LED Lighting for Parking	$50,000
Open Geothermal at ISTC	$37,000
Total Approved 2012-2013 Projects	**$87,000**

Table 6. Projects Funded from the Cleaner Energy Technologies Fee in Fiscal Year 2013.

Project Summary

LED Lighting for Parking   **12/2012 - 12/2013**

The Parking Department is working with F&S Engineering Design to implement an exciting pilot test of new LED adaptive lighting technology. Adaptive lighting uses motion sensors and bi-level lights to cut back on energy consumption when a parking lot is empty. With this installation, the University can show the cities of Urbana and Champaign the benefits of adaptive lighting, and help spread the word about this new technology.

Open Geothermal at Iliinois Sustainable Technology Center   **5/2013-5/2014**

This project seeks to significantly reduce Allerton Park's net energy usage while, at the same time, promoting clean, renewable energy. This will be done by converting the facility's most inefficient and outdated heating and cooling system, located within the Gatehouse building, to geothermal heating and cooling.

IV.B.2. Campus Sustainable Environment Fee

IV.B.2.1. Fiscal Year 2012

Table 7. Accounting for the Campus Sustainable Environment Fee in Fiscal Year 2012.

Banner Account Balance	
Account Balance as of 6/30/11	$1,160,852
FY12 Fees Collected	$931,523
FY12 Project Expenses	($875,907)
Account Balance as of 6/30/12	$1,216,468
SSC Committed Funds	
Committed Funds at the end of FY12	($965,079)
Available Balance as of 6/30/12	**$251,388**

Table 8. Projects Funded from the Campus Sustainable Environment Fee in Fiscal Year 2012.

Projects Approved 2011-2012	
Battery Recycling Program	$1,400
Food Compost Facility	$250,000
Energy Shade Curtains	$121,200
Portable Farm Stand	$5,811
Student Farm Educator	$55,000
Campus Bike Project	$39,872
SLLC Coordinator	$50,000
Burrill/Morill Rain Garden	$5,434
Campus Bike Parking Overhaul	$225,000
Revolving Loan Fund	$500,000
IU Energy Conservation	$100,000
Total Approved 2011-2012 Projects	**$1,353,717**

Table 9. Projects Funded from the Campus Sustainable Environment Fee in Fiscal Year 2012.

Project Summary	
Battery Recycling Program	**02/2012-06/2013**

The Parking Department is working with F&S Engineering Design to implement an exciting pilot test of new LED adaptive lighting technology. Adaptive lighting uses motion sensors and bi-level lights to cut back on energy consumption when a parking lot is empty. With this installation, the University can show the cities of Urbana and Champaign the benefits of adaptive lighting, and help spread the word about this new technology.

Food Compost Facility   **02/2012-06/2013**

The University of Illinois at Urbana-Champaign is pursuing development of a large-scale food waste composting facility on the University's property, in order to compost food waste from University dining halls. This interest is precipitated by the commitment made by the University in the 2010 Illinois Climate Action Plan (iCAP): "The University will commit to… a large-scale food composting project by 2012." The new facility will initially receive and process all acceptable pre and post-consumer food waste from six dining halls on campus, as well as supplementary landscape waste as necessary carbon bulking material from Campus Grounds.

Energy Shade Curtains   **04/2012-04/2013**

The installation of energy/shade curtains in the plant sciences laboratory greenhouses will decrease energy usage needed for heating and cooling, increase natural light quality, decrease the use of high intensity supplemental lighting, and decrease energy usage by the application and removal of whitewash. Energy shade curtains have the potential to save between 20-55% in energy use.

Portable Farm Stand   **04/2012-05/2013**

This proposal seeks to fund the construction of two Portable Deployable Farm Stands (PDFSs), one that is powered by a bicycle and one that is loaded into the farm's minivan. The farm will use the PDFSs to deliver and display their produce in local marketplaces, initially the Main Quad, and eventually the local Farmer's Markets in Urbana and Champaign.

Sustainable Student Farm (SSF) Educator   **03/2012-12/2014**

The purpose of this grant is to develop a strategy to advance the missions of the farm, and to better align the farm with campus teaching, research, and outreach missions. As the University's only current capacity for producing local produce for campus, the SSF is an essential component of increasing campus sustainability through food production and education. Restructuring the SSF to facilitate these dual missions—food production and education/outreach—and expanding farm personnel is essential in meeting these goals.

Campus Bike Project   **04/2012-04/2013**

This proposal seeks to fund 67% of the cost of full-time shop manager position and provide stipends for volunteers for one year. The Campus Bike Project is a cooperative where students can learn how to repair and maintain their bike for transportation throughout the year. CBP provides significant services toward increasing bicycle use on campus, and has received significant previous investment from F&S, SSC, and the Institute of Natural Resource Sustainability.

SLLC Coordinator   **01/2012-08/2013**

The purpose of this funding is to support personnel and activities affiliated with the Sustainability Living-Learning Community. $40,000 will be needed to support the SLLC Program Coordinator position. The remaining $10,000 will be used to provide additional salary or programming funds needed.

Burrill/Morill Rain Garden   **05/2012-05/2013**

Currently, the space between Burrill and Morrill Halls has planters with sparse, mostly non-native species. This project is an opportunity to introduce native shrubs, ferns, and woodland species that can flourish in the walkway's shady conditions. Additionally, this area's impervious concrete collects rainwater and floods areas of student pedestrian traffic. This project proposes to direct water to the large square planter in the middle of the walkway and convert it into a rain garden. Further, the area just east of the rain garden will have six additional small planters that reduce the amount of concrete and collect rainwater. As the attached blooming plan shows, the suggested vegetation will aesthetically brighten the space.

Campus Bike Parking Overhaul   **04/2012-06/2013**

This project intends to replace obsolete bike parking on campus with safe and secure bike parking while adding biking amenities that will contribute to the improvement of the bicycle network on campus, which will ultimately contribute to a more sustainable future on campus at the University of Illinois at Urbana-Champaign. The goals of this project are to encourage bike parking, provide safe, secure, and convenient parking, discourage illegal bike parking, and support a sustainable and healthy campus.

Revolving Loan Fund

This fund will carry out efficiency projects at the Urbana campus that will support the campus's climate action plan, and reduce energy costs for the campus. At this time, $1,500,000 has been contributed: $1,000,000 from the Office of the Chancellor and $500,000 from the Student Sustainability Committee. Additionally, the Office of the Chancellor has committed to matching future student contributions to the fund..

IU Energy Conservation

These funds went to a revolving loan fund within the Illini Union for use on energy conservation projects that would impact the Illini Union's facilities.

IV.B.2.2. Fiscal Year 2013

Table 10. Accounting for the Campus Sustainable Environment Fee in Fiscal Year 2013.

Banner Account Balance	
Account Balance as of 6/30/12	$1,216,467
FY13 Fees Collected	$973,352
FY13 Project Expenses	($655,290)
Account Balance as of 6/30/13 per Banner	$1,534,529
SSC Committed Funds	
Committed Funds at the end of FY13	($1,697,549)
Available Balance as of 6/30/13	**($13,020)**

Table 11. Projects Funded from the Campus Sustainable Environment Fee in Fiscal Year 2013.

Projects Approved 2012-2013	
2013 Solar Decathlon China in the Ag & Bio Engineering	$30,000
Perennial Polyculture Production Research Site	$250,100
SSF Electric Car	$66,970
Bridge to China Allerton Park Projects	$4,806
Native Prairie Planting	$55,081
Electric IT Cart & Solar Charging Station	$68,416
Fresh Press Sustainability	$5,000
Educating Future Leaders	$30,000
Medicine Take-Back Program	$5,000
Sustainable Agricultural Food Systems	$177,500
Bicycling Safety Campaign	$26,280
Campus Bicycle Shop	$30,266
Orchard Downs Multifunctional Landscape	$113,860
Transplant and Vermi-composting Greenhouse	$65,222
Water Fountain Retrofit	$20,000
Art-East Annex Studio Daylight	$50,000
Temple Buell Hall Lighting	$62,900
Total Approved 2012-2013 Projects	**$1,061,401**

Table 12. Projects Funded from the Campus Sustainable Environment Fee in Fiscal Year 2013.

Project Summary	

2013 Solar Decathlon in Ag & Bio Engineering   **12/2012-12/2013**

Our goal for this year's project, Etho, is to further enhance the University of Illinois's reputation for educational excellence while abroad. This competition is the next step in the long and evolving process that is Illinois Solar decathlon. This year we hope to continue and increase the momentum that the past homes have generated for all the University of Illinois programs involved. Solar Decathlon injects a level of energy and collaboration that is not often experienced in student run projects. For what we work on is actually built, a real home, and our University leaves a lasting legacy that encompasses our design and engineering abilities. On campus, we hope to continue to connect and educate students from multiple disciplines about the ever-growing field of sustainability issues.

Perennial Polyculture Production Research Site   **12/2012-12/2015**

This funding inquiry seeks to support a five-acre production-research site adjacent to the Sustainable Student Farm for the purposes of (1) producing food for the campus dining halls, (2) studying perennial polyculture production, also known as permaculture or agroforestry, and (3) increasing the availability of student education around sustainable agriculture on our campus. Permaculture, or agroforestry, is an agricultural model that employs polycultures of woody, perennial plants that mimic the structure and function of a natural ecosystem. In other words, this is a system that has multiple tree and shrub species that return year after year, very similar to the Oak Savanna that occupied our area before settlers arrived. This request seeks funding for

personnel, equipment, and supplies that pursue the three goals listed above.

SSF Electric Car   **12/2012-12/2013**

The project we are intending to complete is the conversion of a gas powered vehicle to an entirely electric powered vehicle for the use of the Student Sustainable Farm for the transportation of produce from the Farm to the Campus Residence Dining Halls. By the completion of this project we hope to accomplish the following: Eliminate C02 emissions during the transportation of produce to the Campus Residence Dining Halls from the Student Sustainable Farm, increased awareness of climate change on campus, increased visibility of the University of Illinois as a leading innovator in the climate change reversal process, and the reduction of fuel costs for the Student Sustainable Farm during the transportation of produce.

Bridge to China Allerton Park Projects   **12/2012-12/2013**

Allerton Park has three entrances to it. One of these entrances is a North Entrance, Allerton Park will construct a pedestrian pathway which runs alongside Old Timber Road, connecting the Visitor Centre of the park to County Farm Road, which is connected to downtown Monticello. However, a quarter mile north from the visitors center the path is obstructed by a creek, which is difficult to cross. Allerton Park needs a solution that would help connect the two ends of this path over the creek. They wish to construct a bike path that would connect all three entrances of the Park and provide a form of transportation within the park. Allerton Park wishes to draw visitors towards the park via a safe and sustainable transportation method and to promote a positive relationship between users and the natural environment. Also, this bridge project will assist the student organization, Bridge to China, to build sustainable bridges in China.

Native Prairie Planting

Last year, the Sustainable Planting Committee of Students for Environmental Concerns, partnered with Red Bison, planted thousands of native prairie plants in several locations. This process included locating seed, planting these into greenhouse trays, transplanting into larger individual pots, and ultimately, placing these seedlings in two prairie plots on Campus, and several plots in Allerton Park. We found our methods to be largely successful, and are working to perfect these processes. We would like to use this funding to hire two student interns for the spring semester, as well as provide the means to cultivate more prairie seedlings, and transplant them into the prairie sites.

Electric IT Cart & Solar Charging Station   **12/2012-12/2013**

The overall goal of this project is to both fulfill the daily transportation needs of the FAA IT department and Allerton Park staff, and to promote sustainability on campus. This project encompasses the design, construction, and testing of:
• A custom electric vehicle for the Fine and Applied Arts (FAA) Information Technology (IT) staff and their equipment
• Solar panel charging station for FAA IT (capacity for two vehicles)
• Solar panel charging station for Allerton Park Staff (capacity for six vehicles).

Fresh Press Sustainability   **12/2012-12/2013**

This proposal asks SSC for funding to establish experimental indigenous fiber plots, develop small-scale energy independence, equipment for rainwater filtration, and complete the "wash/pack pavilion which will include an equipment storage shed.

Educating Future Leaders   **12/2012-12/2013**

The goal of this project is to provide a good-quality resource that will be used in science methods courses and that can also be used by education students in the future to facilitate and improve their K-12 instruction related to sustainability.

Medicine Take-Back Program   **05/2012-05/2013**

To help tackle environmental and social issues of improper medicine disposal, Illinois-Indiana Sea Grant (IISG) is working to establish a medicine collection program for the University of Illinois Campus and the C-U community that would properly dispose of expired or unused medications via EPA-recommended incineration.

Sustainable Agricultural Food Systems   **05/2013-05/2014**

Our goal is to operate a model local food system that provides sustainably processed tomato sauce, made from freshly grown tomatoes, to the campus Dining Halls. We plan on making this project, its experiences, and data accessible to the campus community and others involved in the local food movement. A long term goal would be to expand the products that we can handle to include all commonly grown produce in Illinois.

Bicycling Safety Campaign   **05/2013-06/2014**

This project will launch a new increased effort to promote bicycles as a viable form of transportation, increase the safety of existing and future cyclists, and improve the perceptions of bicycles on this campus. While many existing bike educational efforts only target existing bicycle riders, this project strives to inspire behavioral change by converting more people into bicycle riders and supporters.

Campus Bicycle Shop   **05/2013-06/2014**

Requested SSC funds for FY14 will help the Campus Bicycle Shop reach this transition point by supporting new and improved tactics for publicity and outreach efforts for the shop (25% of the requested funds requested in this proposal) and by further expanding the staff hours to continue the work that started in FY13, such as offering more bikes for sale, and providing courses in bicycle mechanics.

Orchard Downs Multifunctional Landscape   **05/2013-05/2016**

The primary goal of the project is to transform a portion of the Orchard Downs land area to an engaging multifunctional landscape. This landscape will include native plantings (prairie, savanna, and forest), edible fruits and nuts, educational interactions, organic art installations, and a recreational space that would provide Illinois students and nearby residents with the closest thing they have on campus to functioning, native ecosystem. The desired outcome is to create a sustainable, healthy landscape that can serve as a model and learning tool for students, local residents, and campus visitors.

| **Transplant and Vermi-composting Greenhouse** | **05/2013-05/2014** |

Project I-Compost serves as a pilot project that aims at closing the loop between the Student Farm and the dining halls. The project collects food waste from the university dining halls, decomposes the food waste into organic fertilizer on the Student Farm in a self-contained vermicomposting unit, and uses the fertilizer to grow transplants for the Student Farm. The greenhouse that we intend to construct for the vermicomposting unit also serves as a site for the Student Farm to grow its own transplants. The project brings the waste food from the dining hall back to the soil of the Student Farm.

| **Water Fountain Retrofit** | **05/2013-05/2014** |

We have heard much in the way of student support for a greater number of water bottle filling stations in main buildings on campus. Reaching the primary goal of providing students with an easier alternative to purchasing bottled water will represent the first step in our effort to address the educational, financial, and ethical issues that concern the disconcerting use and waste of disposable water bottles on campus.

| **Art-East Annex Studio Daylight** | **05/2013-05/2014** |

This project proposes to improve the day lighting performance of the Art Annex East Building while simultaneously upgrading the building's envelope. Replacing the existing single pane windows with more energy efficient units will lower energy use while also allowing in more daylight. The existing windows are in poor condition. Many of these windows are not operating properly, some do not close completely, allowing conditioned air to escape. Many of the window panes have an opaque coating, limiting the amount of daylight inside the building. The Art Annex East building is used as a studio classroom for classes ranging from 90-120 students each year.

| **Temple Buell Hall Lighting** | **05/2013-05/2014** |

To encourage awareness of energy use among design students and faculty, and to reduce lighting and cooling energy use in the building, we will install occupancy, daylight sensors, and lighting timers in appropriate places within the building.   All incandescent and fluorescent exit signs in the building will be replaced with LED exit signs. LED lights have very long life and significantly lower energy use, and are particularly suited to emergency lighting that must be on 24/7 or for lights that are located in difficult-to-maintain places. Occupancy sensors turn lights off when no activity is detected in a space for a certain period of time. Daylight sensors turn lights off when natural light provides enough illumination for the normal function of that space. By reducing lighting waste in classrooms, public areas, restrooms, and service spaces, electric use for lighting will be reduced by approximately 30% in the controlled areas. The energy required to cool the building in the summer will also be lowered slightly, by reducing the amount of waste heat generated by lighting.

V. Impacts

V.A. SSC's Contribution to Meeting the Illinois Climate Action Plan

SSC projects contribute to meeting the goal set forth in the Illinois Climate Action Plan, a campus initiative that was set forth in 2008 when the University of Illinois at Urbana-Champaign

signed the American College & University Presidents' Climate Commitment (ACUPCC). This action committed the campus to carbon neutrality by the year 2050.

The Illinois Climate Action Plan (iCAP) outlines strategies, initiatives, and targets toward meeting this goal. Similar plans have been written or adopted by several other universities though most schools do not have Climate Action Plans. The Climate Action Plan strategies and initiatives were based on the university's 2008 Carbon Emissions Inventory. The total campus emissions inventory for fiscal year 2008 (the base year) was 570,000 Metric Ton Equivalent (MTE) of carbon dioxide (CO2). Approximately 85 percent of these emissions are a direct result of the need to heat, cool, and operate campus buildings.

iCAP set forth the following strategies, initiatives, and targets:
- Reduce building energy use by 40 percent by 2025.
- Eliminate use of energy from coal combustion by 2017.
- Meet 5 percent of the university's energy needs from renewable energy by 2015 and then meet the state's Renewable Portfolio Standard of 25 percent renewable energy use by 2025.
- All new buildings will be built to LEED Gold standards by 2011. This standard will be raised to LEED Platinum by 2015.
- The University will commit to a Zero Waste campus policy by 2012, a large-scale food composting project by 2012, and target an increase in the University's waste diversion rate to 75 percent by 2020.
- The University will ramp up water conservation efforts, with a potable water reduction target of 20 percent by 2015.

Energy conservation has been an emphasis as part of the commitment to ACUPCC. For example, FY09 was only the second time in 20 years that campus electricity consumption dropped from one year to the next. The progress is attributed to a broadening campus conservation effort, including retrocommissioning, departmental and college reduction initiatives, reduced HVAC system operating hours, and the campus relamping program. A partial list of progress toward these goals is listed as follows:
- Total energy consumed by the main campus at Urbana- Champaign dropped 6.5% in FY09 compared to FY08.
- Campus consumption is now nearly 10% lower than FY07 on a square foot basis.
- The FY09 energy reduction resulted in a budget savings of approximately $7.5 million. The goal for FY10 is another 5% reduction (i.e. 5% below FY09).
- Water use has been reduced by 16 percent since 2008. The goal is 20 percent by 2015.
- Greenhouse gas emissions have been reduced by 14 percent since 2008. The goal is 15 percent by 2015.

SSC projects have contributed to this progress and have become an integral part of meeting iCAP goals. The following projects serve as examples, but more information on SSC projects and their contributions to iCAP goals can be found in the iCAP Portal.

V.A.1. Solar Farm and Renewable Energy Projects

SSC has also awarded funding for geothermal projects and solar feasibility studies for the new ECE building and Krannert Center for the Performing Arts to bring these projects closer to actualization and meeting the iCAP Renewable Energy goals. In addition, SSC coordinated with campus to fund the solar farm project that is estimated to provide 2% of campus energy. The solar farm will help campus take a significant step toward the goal of having 5% renewable energy by 2015.

V.A.2. Revolving Loan Fund

SSC has also funded the Revolving Loan Fund. It was established in Fiscal Year 2012, with funding from SSC and the Office of the Chancellor. Within the first year, the Office of the President committed additional funds. With input from the campus community, Facilities & Services, SSC, the Office of Sustainability, and the Office of the Chancellor worked through the details for selecting projects. So far, the Revolving Loan Fund has approved many projects to meet the iCAP. This includes finding $250,000 in LED Exit Sign improvements, $1,500,000 in Lighting Retrofits, $500,000 in Occupancy Sensors.

These are just a few of the projects funded by SSC that were passed to meet iCAP goals. With continued funding, we will continue to strive to assist the university in meeting iCAP targets. Chancellor Phyllis Wise has mentioned collaboration with SSC in the Climate Leadership Video made in March 2012.

V.B. SSC's Impact on Students

SSC ensures that every project has some impact on University of Illinois students by including a student involvement section on the funding application. Some projects such as the Solar Decathlon, Illinois Biodiesel Initiative, and Woody Perennial Polyculture site, directly aid students by funding their work. Other projects, such as the Sustainable Student Farm, the Sustainability Living and Learning Community, or Fresh Press are run by staff of the university, but directly engage and educate thousands of students per year in total.

For example, the Campus Bicycle Shop is run by paid employees of the university and provides a place where students can learn how to fix and build their own bikes at a low price. In the past year, the computer sign-in system has indicated that over 3,000 unique students have used this service, helping to create a bicycle-friendly culture on campus.

Similarly, the Sustainable Student Farm engages student volunteers from all corners of campus to teach students about sustainable agriculture and supply University Housing with locally grown food. Over the past year, the farm has seen roughly 250 unique student volunteers. In addition, during the fall and spring, the farm sells its produce on the Quad in a stand that was designed by an SSC funded class.

While not every project has a direct impact on students in the ways described above, every project is required to include signage or outreach that can educate students about sustainability. In addition, SSC reaches out to educate students about sustainability and SSC's work through Quad Day, Activity Day, Environmental Expo, and an annual poster session that is held near Earth Day in April. Finally, SSC is starting to engage students through programming, such as co-

sponsoring a talk by Will Allen (a sustainable urban farmer) with the Illini Union Board and other campus organizations.

VI. Recommendations and Future Directions

VI.A. Recommendations

The Student Sustainability Committee requests that the Campus Sustainable Environment Fee and the Cleaner Energy Technologies Fee be combined and that the current level of funding is maintained or increased. SSC would like for the fees to be combined under the mandate of the Campus Sustainable Environment Fee, because the fee has a broader mandate that encompasses the mandate of the Cleaner Energy Technologies Fee. The combined fee would allow SSC more flexibility when funding projects so that almost all of the available balances could be utilized each year.

SSC would like to maintain the current level of funding (at a minimum), because the committee already consistently receives more legitimate project proposals than can be funded. For example, this fall, SSC has $1,420,900 in proposals that have made it to Step 2 of the funding process (indicating that the projects are legitimate and SSC is interested in funding them). However, this amount is more than SSC's total annual funding and in order to leave a fair amount of funding available for the spring project applicants, SSC aims to allocate roughly $600,000 this semester. This means that over half of the proposed funding for this semester will be deferred or denied, delaying projects that would be valuable contributions to campus sustainability.

Furthermore, as the Student Sustainability Committee becomes better known on campus and the campus culture begins to shift towards sustainability, more projects will apply for funding and larger sums of money will be requested. In order to create real change, large strides need to be taken, and SSC is making that happen. Not only is SSC able to fund large projects, but it is also able to leverage funds from other campus entities by showing that SSC is financially committed. SSC is one of the few student led organizations on campus that can make student opinion heard in this way and the current level of funding is critical to maintaining the students' voice in matters of sustainability.

VI.B. Increasing Student Involvement

SSC strives to involve students as much as possible in its processes. Only students are voting members. Students are encouraged to join the Working Groups to brainstorm and work on projects. Student-led projects are some of the most innovative and impactful.

In every aspect of the funding process, SSC attempts to acknowledge that these are student fees. Therefore student input in our process is imperative, and SSC will always seek out more ways to involve students and to work with more students from different backgrounds. Currently, a simple, more interactive website is being built to increase students' access to SSC processes and activities. Although all SSC meetings are open to the public and the schedule is posted online, SSC hopes to incorporate a public comment period into the funding process to increase the students' voice in how funding decisions are made. The Working Groups are continually expanding and reaching out to more students. Recruiting takes place at most campus student organization events such as Quad Day or the Sustainability Expo.

Finally, SSC is collaborating with several professors to increase sustainability education by having students in Natural Resources and Civil and Environmental Engineering evaluate the sustainability of our projects. Through coursework and design projects, these students will assess the impacts of SSC projects and the sustainability of the projects through data collection and life cycle analysis.

VII. Conclusion

SSC has worked to ensure that it is providing the campus with quality projects that not only contribute to campus sustainability, but also impact students and their education at the University of Illinois. The funds from the Campus Sustainable Environment Fee and the Cleaner Energy Technologies fee have already provided campus with projects that cover every facet of sustainability, but more work is needed to reach the iCAP goals set forth by the campus and to educate the next generation of leaders about sustainability.

By recommending the maintenance of SSC's funding and the combination of the two fees, the Student Fee Advisory Committee would allow SSC to continue pursuing its goals of promoting projects that students want to see on campus, enhancing student's education regarding sustainability, and contributing to a culture of sustainability at the University of Illinois. As SSC works to bring Illinois to the forefront of sustainability, the recognition that the university receives will ultimately enhance the value of students' degrees and make the university a leader in one of the most important issues of our generation.

Appendices

Appendix A— SSC Bylaws (Approved 11/13/2013)

Article I – Committee Structure
These bylaws pertain to the Student Sustainability Committee (henceforth "SSC") at the University of Illinois at Urbana – Champaign (henceforth "Illinois").

1.1 SSC is a funding board comprised of ten voting student members, five ex officio non-voting staff members, and six appointed non-voting faculty members.

1.2 SSC is responsible for allocating funds generated by two student fees (as described in Section 2.1). SSC proposes funding recommendations to the Director of Center for a Sustainable Environment (henceforth "CSE") for final approval.

1.3 Students are appointed by the Illinois Student Senate and serve a one-year term.

1.4 Faculty and staff ex officio members are appointed by the Director of CSE and serve a one-year term.

1.5 Administrative support including the Program Advisor, accounting, and marketing is provided by Student Programs and Activities Office in the Illini Union.

1.6 SSC is a duly established campus committee.

Article II - Charge
SSC is formed for the following purposes:

2.1 To explore the options for the use of the two student fees established in spring 2003 and 2007 to improve sustainability in accordance with their specified mandates:

    a. Cleaner Energy Technologies fee – "To purchase cleaner energy technologies for campus including solar, wind, hydrogen, and geothermal projects, energy efficiency purchases, and the purchase of renewable energy from non-University producers."

    b. Sustainable Campus Environment fee – "To help establish a sustainable campus environment by financing initiatives such as green buildings, engagement of the university community, recycling, energy efficiency, and environmentally responsible purchasing."

2.2 To review and recommend projects to be funded by the student fees. These projects can be:

    a. Identified through the application process (as described in Section 8.1)

    b. Suggested by committee members, students, faculty, staff, or colleagues

    c. Requested by campus leadership

    d. Drawn from the Climate Action Plan (iCAP)

2.3 To discuss, when appropriate, the feasibility of proposed projects with the Division of Facilities and Services (F&S), Illinois faculty, and other available resources. Prior to final recommendation on projects, campus units that submit proposals or initiatives should be referred to F&S, CSE, and/or other appropriate units relevant to:

    a. Review of impact on campus sustainability goals

    b. Relationship of project to ongoing or planned campus infrastructure projects

    c. Impact of the project on campus goals in addition to its impact on sustainability

    d. Input from appropriate stakeholders

      e. Design considerations

2.4 Prior to SSC final recommendations on projects, campus units that submit proposals or initiatives should be referred to Facilities and Services or other appropriate units relevant to:

      a. Planning costs

      b. Design costs

      c. Construction costs

      d. Additional maintenance, administrative, or oversight costs

2.5 To work with the Program Advisor to monitor and publicize the progress of projects granted monies by SSC.

Article III - Membership

3.1 SSC will be composed of the following:

      a. Ten student members

      b. Six faculty members

      c. Five ex officio members

            1. One representative from the Division of Facilities and Services (F&S) – Environmental Compliance

            2. The F&S Deferred Maintenance Coordinator

            3. The F&S Sustainability Coordinator

            4. The Director of CSE (Or Appointed Designee)

            5. One representative from the Illini Union

3.2 Appointment Process. Student committee members are appointed through an application process managed by the Illinois Student Senate in consultation with SSC and overseen by the Office of the Vice Chancellor for Student Affairs.

      a. Student committee members are selected by the Illinois Student Senate Committee on Appointments, in consultation with SSC and vetted by both the Office of the Vice-Chancellor for Student Affairs and CSE.

            i. A minimum of three of these members must be graduate or professional students.

            ii. The Illinois Student Senate will be asked to select members such that graduation dates are staggered, so as to preserve SSC's institutional memory.

            iii. The Office of the Vice Chancellor for Student Affairs and CSE shall not designate any proxies for the vetting process without notifying SSC. Furthermore, because the Illini Union employs the SSC Program Advisor, representatives from the Illini Union shall not be involved at any stage in this vetting process.

      b. Appointments will be assigned at the end of the spring term and prior to the start of a new academic year.

3.3 If a student committee member is unable to complete their one-year appointment, they may be replaced by an alternate, from a list previously provided by the Illinois Student Senate.

3.4 Faculty members are selected by SSC in consultation with the Director of CSE. Faculty members are expected to provide expertise in one of the following six areas:

      a. Green and Energy-Efficient Buildings

      b. Sustainable Planning / Sustainable Design

      c. Local Foods and Sustainable Agriculture

      d. Natural Ecosystems

e. Sustainable Engineering / Renewable Energy

f. Other Dimensions of Sustainability (especially Social Sustainability)

3.5 Ex officio staff members are selected by SSC. These members are expected to provide expertise for their role in the University:

a. The F&S Environmental Compliance Representative: This member shall provide expertise related to university and state environmental regulations, policies, and procedures.

b. The F&S Deferred Maintenance Coordinator: This member shall provide information regarding the deferred maintenance needs on campus such as improved electrical service, ventilation, building envelopes, etc. This member shall also keep the committee up to date on planned or ongoing deferred maintenance projects.

c. The F&S Sustainability Coordinator: This member shall provide insight to the processes and procedures required for project passage through F&S. This member shall also provide updates on ongoing sustainability projects on campus.

d. The Director of CSE: This member shall provide expertise regarding sustainability.

e. The Representative from the Illini Union: This member shall provide expertise on university policies and procedures regarding campus committees.

3.6 Committee Membership Terms. The term of office shall:

a. Begin the day after the conclusion of the summer term

b. End at the conclusion of the summer term the following year

c. Students members must follow the process as outlined in Section 3.2 in order to be reassigned.

d. Faculty and staff members must be reviewed and renewed annually. The voting members retain the right to change the faculty/staff structure with a vote.

Article IV – Committee Officers

4.1 The members of SSC shall, at the beginning of each academic year, elect from their voting membership a chair, one or two vice chairs, treasurer, and secretary.

4.2 Duties of the officers:

a. The Chair of SSC conducts all meetings, sets the agenda, manages committee correspondence, works with campus administrators as needed, approves and signs funding allocations, acts as the face and voice of SSC and carries out other duties necessary to fulfill the function of SSC. The chair is a non-voting member, unless a vote is tied in which case, s/he will cast the deciding vote.

b. The vice chairs will jointly perform the following duties, after the first meeting of the executive committee.

1. Working Group Relations – Meet with the working group chairs every month to discuss progress of the working groups and answer any questions they make have.

2. External Communication – Serve as the committee's representative on the various campus committees e.g. the Faculty Senate, Housing Sustainability Committee etc.

3. Bylaws – Chair the Bylaws Sub-Committee.

4. Other duties as assigned by the chair.

c. The Treasurer serves as the Finance Sub-Committee Chair, reviews monthly account updates, works with the Program Advisor to monitor Environment and Technology Fee income and project expenditures and loan repayments, and approves and signs funding allocations.

d. The Communications Coordinator takes attendance at the beginning of each meeting and records and distributes the minutes of each meeting at least 48 hours before the next meeting to allow voting members adequate time to review before voting to approve. The Communications Coordinator works with the Program Advisor to ensure maintenance of a contact list of all members of SSC, members of working groups, website updates, and that adequate project documentation is maintained.

4.3 In the event that a position is not filled, its responsibilities will fall to the Chair, or to a person appointed by the Chair.

4.4 SSC may, at any time, reassign officer responsibilities by a simple majority vote, to take best advantage of the skills and interests of its members.

Article V - Operational Procedures of SSC

5.1 Meetings. Meetings are initiated by the Chair of SSC. In the absence of the Chair, the Vice-Chair may call the meetings. Any member of SSC may request that the Chair call a special meeting. A quorum is necessary to call a meeting if the chair refuses to call a meeting for some reason.

a. Meetings shall be held on weekdays, during the Fall and Spring semesters, when classes are in session.

b. Special meetings can be called on days when classes are in session with a notice of at least 48 hours.

c. Every effort shall be made to schedule meetings of SSC at the convenience of all the members.

5.2 SSC may conduct business at a meeting when a quorum and two (2) faculty/staff members are present. Quorum is a simple majority of SSC's current voting membership, except as provided for elsewhere in these bylaws. "Present" includes both physically present at the meeting site, or participation through telephonic or video conferencing technology; it does not include email or other non-personal technology.

5.2.1 If a quorum is not present, SSC may have a working session but may not adopt positions or other motions. All motions must be made by a voting member and seconded by another voting member.

5.3 The Secretary is required to take attendance at all meetings.

5.4 SSC must approve the minutes of the previous session before moving to any other business.

5.5 Voting. Voting procedures will consist of the following standing rules:

a. Any voting member may move to make a motion or make modifications of a motion

b. The Chair will announce the motion and ask if anyone would like further discussion

c. The Chair will then ask for committee members to vote

d. The motion and total number of yeas, nays, and abstentions shall be recorded by the Secretary or the Chair if the Secretary is not present

e. A voting threshold for passing any motion requires a simple majority vote of quorum.

f. Only student members may vote.

g. Committee members not able to attend a meeting are allowed to appoint a proxy to comment and vote in their place. The proxy must be identified at least 48 hours prior to the meeting via written or electronic notice to the Chair.

5.6 All members are required to reveal any possible conflicts of interest when considering a proposal, e.g., past or current membership in the group submitting the proposal, financial or other benefit resulting from award or denial of the proposal, etc. In the event of a conflict of interest, a member may participate in deliberations but may not vote.

Article VI – Voting Committee Membership Responsibilities and Duties

6.1 Attendance. All members of SSC are expected to attend all full committee meetings

a. A member may miss no more than three (3) meetings during the appointment year.

b. If a member is unable to attend a meeting, he/she is expected to notify the Chair at least forty-eight (48) hours in advance.

c. A member who is unable to attend a meeting is still expected to perform all work required of him/her for that meeting.

d. If a member should be absent for two (2) meetings, the chair shall notify the member of his/her absences.

6.2 Duties. The duties of the voting members are to:

a. Attend all full committee meetings

b. Select which projects receive funding during application review

c. Vote on issues which require committee approval

d. Provide feedback to and help support all grantees

6.3 Subcommittees/Working Groups. All members of SSC are expected to engage in at least one Subcommittee and one Working Group in support of SSC's activities and campus sustainability.

6.4 Removal. SSC may, by a majority vote, remove a Committee member who demonstrates an inability to perform the duties of membership.

a. Any student member who is no longer registered at the University of Illinois forfeits his/her membership on SSC.

b. A non-student member no longer employed by the University of Illinois forfeits his/her membership on SSC.

c. After three absences, SSC may remove a member by a majority vote.

Article VII – Non-Voting Membership Responsibilities and Duties

7.1 Attendance. All members of SSC are expected to attend all full committee meetings

a. A member may miss no more than three (3) meetings during the appointment year.

b. If a member is unable to attend a meeting, he/she is expected to notify the Chair at least forty-eight (48) hours in advance.

c. A member who is unable to attend a meeting is still expected to perform all work required of him/her for that meeting.

d. If a member should be absent for two (2) meetings, the chair shall notify the member of his/her absences.

e. A member may designate a proxy to attend in his/her absence for any and all meetings.

7.2 Duties. The duties of the non-voting members are to:

a. Attend full committee meetings

b. Provide advice and background information to the committee during the grant review

c. Provide feedback to the committee on issues which require committee approval

d. Provide feedback to and help support all grantees

7.3 Subcommittees/Working Groups. Faculty and ex officio staff members are encouraged to join at least one subcommittee or working group, however, they are limited to two subcommittees, working groups, or a combination of both.

7.4 Removal. SSC may, by a majority vote, remove a non-voting committee member who demonstrates an inability to perform the duties of membership.

Article VIII – Committee Project Funding and Tracking

8.1 Funding cycles. SSC shall publish one open application each semester.

a. The application shall be updated at the beginning of each term in accordance with the Sustainable Campus Environment fee and the Cleaner Energy Technologies fee mandates, and to incorporate new requirements recommended by the previous committee.

b. SSC may directly invite projects of interest, or establish additional restricted application programs on specific topics of interest to SSC. Such projects may be evaluated on a rolling basis. These programs may not represent more than three-quarters of the total annual funds expended by SSC, and must be in accordance with the requirements of the Sustainable Campus Environment fee and the Cleaner Energy Technologies fee.

c. The application process is to be carried out in two stages, where initial letters of inquiry are to be solicited and evaluated, from which certain full proposals are invited. SSC reserves the right to directly invite a full proposal of interest from a Unit.

d. SSC must inform all unsuccessful applicants of the reason their request was rejected.

e. SSC may not allocate more than one – half of total annual revenue to support a single project.

8.2 Project Funding. Each committee member and faculty mentor shall review each proposal received.

a. A majority vote will decide applicability.

b. A majority vote is required to approve funding levels.

c. All projects must be carried out on the Urbana-Champaign campus of the University of Illinois

d. Any grant or loan recommended by SSC requires the approval of the Director of CSE.

e. SSC may not allocate more than one-half of total annual revenue to support a single project.

f. SSC may choose to assist with project implementation but has no obligation to do so. All implementation steps, including following all relevant campus procedures are the obligation of the awardee.

8.3 Project Tracking. SSC is responsible for tracking all funded projects, and for ensuring that funds are spent appropriately.

a. All funded projects must provide semesterly progress reports and end of project reports. These reports must contain an accounting of funds spent on the project.

b. Problems with projects will be reported to SSC as a whole and reviewed by CSE. Continued problems with any project will be grounds for funding rescission.

c. CSE will arbitrate any contentious projects.

d. The Program Advisor will gather all documentation for project tracking purposes.

8.4 Annual Reviews: SSC must prepare and publish an annual review of all programmatic initiatives and funding.

8.5 Funding Rescission. Funding may be rescinded at any time by a majority vote of SSC after:

a. At least 3 attempts to contact the project leader and reconcile project differences

b. Project leaders have the right to address the committee prior to a rescission vote.

8.6 Funding Types. SSC can offer two types of funding in the form of interest-free loans and grants. The SSC Loan Program has been approved by the Office of the Chancellor. As a result of the recommendation of the University Office of Legal Counsel, loans agreements are made between the requesting unit and CSE.

a. The requirements and specifics of each will be determined before the application is released.

b. Both funding types will be open to students, faculty, staff, university departments and registered student organizations (RSOs). Community members and businesses may partner with University entities, but may not be leads on an application. However, committee funds may not be released to any non-University entity. Due to financial logistical requirements, student- and RSO-applicants must collaborate with a campus staff member or university department. No SSC funds shall be directly transferred to students or RSOs.

c. SSC will determine at the breakdown of funds between loans and grants each year, depending on demand for each funding mechanism and any other factor considered relevant by SSC.

d. In general, projects that generate revenue sufficient to repay a loan within 10 years will be considered for loans in preference to grants. Such projects are primarily expected to be, but are not limited to energy conservation. Projects that do not generate revenue (such as sustainable landscaping, education, etc) will be primarily considered from grants. All decisions on this will be made on a case-by-

case basis, considering the ability and willingness of a unit to invest its own funds, availability of funds from external entities, and more. The SSC works with units to formulate a mutually acceptable funding package that may comprise loans, grants or a mixture of both, if SSC chooses a project to support.

e. Loans to units must be signed off on by a supervising campus administrator at the level of Dean or higher. If a unit fails to repay a loan, all units that report to the administrator that had signed off on the loan become ineligible for any future SSC funds.

Article IX - Staffing

9.1 SSC may employ a full-time program coordinator, or other staff, No more than 5% of annual Committee funds may be spent on administrative overhead, including employment of a program coordinator.

9.2 SSC will employ a program coordinator in cooperation with the Illini Union, which will conduct the hiring process (this includes setting the criteria for employment, marketing the position and providing the necessary support for the hiring process). SSC will designate an individual to serve on the candidate search committee. The Illini Union retains the ultimate hiring and supervising authority.

9.3 SSC will transfer funds to the Illini Union annually in support of the position. Committee support of this position will be evaluated annually, with an option to extend funding for additional fiscal year cycles.

9.4 The primary responsibilities of the program advisor will be:

    a. To maintain all records of SSC's activities, communications, and funded programs.

    b. To ensure SSC funds are spent appropriately by awardees and that loan funds are returned as scheduled.

    c. To generate award documents for all committee-funded grants and loans.

    d. To administer and market the RFP process

    e. To collect progress reports and final reports from all on-going committee funded projects

    f. To market and raise awareness of SSC's activities and funded programs and projects

    g. To work with committee members to solicit and support the development of new projects of interest to SSC

    h. To support the activities of other student groups engaged in sustainability activities, as well as campus-wide sustainability programming

    i. To support sustainability efforts at the University of Illinois at Urbana-Champaign

    j. Fulfill other duties as outlined in the SSC-Illini Union Memorandum of Understanding and the Illini Union job description

Article X - Bylaws

10.1 SSC shall have the power to alter, amend, or appeal the Bylaws or adopt new Bylaws by a majority vote of SSC, provided that the Bylaws shall at no time incorporate

any provision inconsistent with the rules and regulations of UIUC or any applicable governmental law.

    a. All revisions to the Bylaws shall be monitored and tracked for future Committees to review.

    b. All revisions to the Bylaws will require the approval of the Director of the Of CSE, who may seek the opinion of his/her parent unit administrator.

    c. Bylaws should be re-approved on an annual basis.

Appendix B—Funding Guidelines

SSC is committed to making a positive and lasting impact on campus sustainability. In light of this mission, SSC follows a set of funding guidelines and criteria that should act as a guide when considering project proposals.

SSC does not fund personal research, even if the topic is related to sustainability. Projects that receive SSC funding should benefit or engage a substantial portion of the campus community directly.

SSC will give loans to energy-saving projects and other projects with a potential for payback. However, if a project is related to energy conservation, the project will only be considered for funding after the project has been submitted to the Revolving Loan Fund and rejected.

Students may apply for SSC grants, but not loans. However, in order for funds to be allocated, the applicants for SSC funding must include a faculty or staff sponsor.

SSC will fund design work. However, a proposal that requests funds for design work must include an explanation that demonstrates why the project is somewhat feasible, a discussion of alternatives, and a preliminary estimate or opinion of the cost (or a reasonable range of costs). Funding requests for design work will be judged (in part) by what the overall project cost would be versus the cost of the feasibility study and design work.

SSC will fund staff positions that are related to improving campus sustainability. However, additional funding from other sources is required and a Memorandum of Understanding is required.

SSC will contribute funds to support portions of sustainability-related events that engage the campus community. However, these funds are meant to bridge the gap between the funds supplied by SORF or another funding source. Therefore, in order to receive SSC funds for events proof of other funding (or applications) is required. SSC guidelines with regards to events are similar to those of SORF; however, SSC will not fund food and prizes.

Appendix C—Funding Criteria

At the 2012 Winter Retreat, SSC identified six focus areas and established funding criteria based for each focus area. When reviewing proposals, the committee is expected to evaluate each proposal based on the stated criteria. These stated criteria are listed in order of preference for each Working Group's focus area.

Energy

1. Carbon Reduction
2. Project Payback
3. Visibility

Water

1. Potable Water Use Reduction
2. Greywater Use
3. Visibility
4. Student Engagement and Education

Transportation

1. Student Impact
2. Emission Reduction
3. Progressiveness

Education

1. Impact on Under-Represented Student Populations
2. Funding Impact
3. Ongoing Impact
4. Student Engagement
5. Visibility

Food and Waste

1. Waste Reduction (Food Waste, Trash Waste, Hazardous Waste)
2. Outside Resource Reduction (emphasis on using resources created at U of I)

Land

1. No Net Increase of Impervious Areas
2. Increases Carbon Sequestration (preference given to native plants or low-maintenance landscaping)
3. Reduces Inputs for Managing Landscapes