



OFFICE OF STUDENT DEVELOPMENT AND ENGAGEMENT - STUDENT AFFAIRS

OFFICE OF THE PRESIDENT
1111 Franklin Street, 9th Floor
Oakland, California 94607-5200

April 11, 2017

VICE CHANCELLORS FOR STUDENT AFFAIRS

Dear Colleagues:

I am writing to provide you with details on the 2017-2018 UC Carbon Neutrality Initiative (CNI) Student Fellowship Program. For the 2017-2018 cohort, the Office of the President will provide each campus, the Lawrence Berkeley National Laboratory, and the Division of Agriculture and Natural Resources with \$12,000 in award funding. The awards may be given to undergraduate or graduate students to fund research fellowships or traditional internships focused on the initiative. Each location will administer the program locally so students' efforts can be aligned with local Carbon Neutrality Initiative (CNI) projects.

In addition to the CNI Student Fellows selected, each of the 10 campuses is to select one CNI Student Engagement Fellow to lead student engagement and communications efforts on that campus for the Carbon Neutrality Initiative and the President's Global Climate Leadership Council (GCLC). To ensure that these representatives have the knowledge necessary to engage other students in the CNI and the GCLC, campuses are strongly encouraged to select a student who has previously served as a CNI Fellow. Student Engagement Fellows will receive a \$4,000 award, plus an additional \$1,000 budget for campus programming. The Student Engagement Fellow appointment is intended as a dedicated role. Please see the attached document for additional information on the CNI Student Engagement Fellow expectations and responsibilities.

Systemwide activities for the program will begin with an orientation on June 26, 2017 at UC Santa Barbara. The orientation for the 2017-18 cohort will be a combined event (2017-18 cohort orientation + 2016-17 cohort symposium), bringing together both the incoming and outgoing CNI and Global Food Initiative (GFI) Student Fellows. Additional systemwide activities will include leadership retreats, a spring CNI Fellow field trip, and a closing symposium and poster presentation to be held in conjunction with the CA Higher Education Sustainability Conference (CHESC) in June/July 2018. Please note, absent exceptional circumstances, that all CNI Student Fellows and Student Engagement Fellows are expected to attend the systemwide events. Given the timing of this year's orientation, campus application materials should note the June 26 date and expectation that if selected as a Fellow, students will be available to attend.

Please provide a list of your awardees, along with a brief description of their projects, **no later than May 26, 2017**. In addition, please also include contact information for staff and/or faculty that will be the administrative point of contact for your CNI Fellows. If you have any questions about the program, please feel free to contact Eric Heng, Assistant Director of Student Development and Engagement. He may be reached by email at Eric.Heng@ucop.edu.

The President has set a high bar with the pledge for UC to become carbon neutral by 2025. Students, faculty, staff, and leadership will need to work together to achieve the goal and the CNI fellowships are a critical step in that process. President Napolitano is hopeful that these awards will energize students' interest in supporting the UC Carbon Neutrality Initiative and the efforts being led by your campus.

Sincerely,



Jerlena Griffin-Desta, Ph.D.
Deputy to the Vice President
Executive Director - Student Affairs

cc: Vice President Holmes-Sullivan
Chief of Staff Grossman
Sustainability Directors

Attachment: CNI Fellows – Guidelines and Responsibilities



Systemwide Events

Absent exceptional circumstances, both CNI Student Fellows and CNI Student Engagement Fellows are expected to attend the following systemwide events:

- Orientation at UC Santa Barbara on June 26, 2017 (Required)
- Student Leadership Trainings – Date TBD (Required for Student Engagement Fellows/Optional for Student Fellows)
- CNI Student Fellow Field Trip – April 2018 (Required)
- Symposium and CHESC Poster Presentation - June 2018 (Required)

CNI Student Fellows – Project Guidelines

Fellowship projects for CNI Student Fellows should address issues related to meeting the carbon neutrality goal for the campus and/or system. Examples include specific research or analysis of scope 1 or 2 mitigation strategies, education/communications around the goal, energy efficiency projects and research on offset or financing options. Projects that assess emissions from commuting are also appropriate although other scope 3 emissions such as waste, purchasing, and business travel are not at this time. Questions regarding appropriate CNI Student Fellow projects can be directed to Janika McFeely, Sustainability Specialist, at Janika.McFeely@ucop.edu.

CNI Student Engagement Fellows – Responsibilities

Each Student Engagement Fellow will receive a \$4,000 award and \$1,000 budget for campus programming related to CNI engagement. To ensure Engagement Fellows have familiarity with the CNI and the knowledge necessary to engage other students, it is strongly recommended that campuses select Engagement Fellows from students who have previously served as CNI Fellows. To facilitate knowledge transfer, we request that you introduce the current Engagement Fellow to the incoming Engagement Fellow so that they may meet informally prior to the summer break. Each current Engagement Fellow will be asked to provide written guidance for the incoming Engagement Fellow.

Students selected to serve as the campus CNI Student Engagement Fellow are expected to work with their campus sustainability office and staff to communicate about campus and UC-wide sustainability goals and programs, to assess existing programs and efforts, and to engage undergraduate and graduate students in those efforts. Engagement and communication efforts should enable and empower students to provide feedback about campus and UC-wide sustainability programs. In addition to these expectations, and those set out by campus supervisors, CNI Student Engagement Fellows have the following responsibilities:

Student Engagement

- Promote awareness of the Carbon Neutrality Initiative and campus student fellow projects (e.g., tabling about the CNI, engaging student leaders and student organizations in discussions about the CNI, write stories on student fellow projects, etc.)
- Network and/or help assist with publicizing campus events related to CNI activities
- Infuse, where appropriate, CNI branding into campus events, including on-campus activities in conjunction with Earth Day in April 2018
- Support efforts to rollout outcomes from Global Climate Leadership Council (GCLC)/CNI Working Groups

Meetings/Events

- Host a student climate forum on campus
- Join monthly systemwide CNI Student Engagement conference calls
- Attend at least one GCLC meeting during the academic year
- Meet with CNI leaders on campus to learn about ongoing CNI efforts



Reporting

- Submit quarterly updates along with other CNI working group leaders, sharing the status of engagement efforts
- Submit a year-end report on how the \$1,000 budget for campus programming was spent in support of student engagement
- Provide student feedback and communicate campus needs and opportunities
- Offer guidance on advancing campus-based student engagement in the CNI