



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 Global Food Initiative (GFI) 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 to fund three (non-need-based) student awards of \$4,000 each. 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 Global Food Initiative (GFI) projects.

In addition to the three GFI Student Fellows, each of the 10 campuses is to select one GFI Student Ambassador to lead student engagement and communications efforts on that campus for the Global Food Initiative. To ensure that these representatives have the knowledge necessary to engage other students in the GFI, campuses are strongly encouraged to select a student who has previously served as a GFI Fellow. Ambassadors will receive a \$4,000 award, plus an additional \$1,000 budget for campus programming. The Ambassador appointment is intended as a dedicated role for a fourth fellow. Please see the attached document for additional information on the GFI Ambassador 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 GFI and CNI Student Fellows. As with past years, systemwide activities will also include leadership retreats, a spring 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. Additional activities may include quarterly conference calls, attendance at meetings of GFI leadership and participation in GFI-related activities in support of the initiative. Please note, absent exceptional circumstances, that all GFI Student Fellows and Ambassadors 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 GFI 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 GFI Student Fellowship program has proven to be a very effective tool in engaging and energizing students' interest in supporting the UC Global Food Initiative. Thank you for your ongoing support of the program.

Sincerely,

A handwritten signature in black ink, appearing to read "Jerlena Griffin-Desta". The signature is fluid and cursive, with the first name being the most prominent.

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: GFI Fellows and Ambassadors – Responsibilities

Systemwide Events

Absent exceptional circumstances, both GFI Student Fellows and GFI Ambassadors 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 Ambassadors/Optional for Student Fellows)
- GFI Student Fellow Field Trip – April 2018 (Required)
- Symposium and CHESC Poster Presentation - June 2018 (Required)

GFI Ambassadors – Responsibilities

The GFI Student Ambassador role formed in response to a need for increased student engagement in the Global Food Initiative both systemwide and at the campus level. The Ambassador's role is a dedicated role for a fourth fellow who will receive an award of \$4000 and \$1000 budget for campus programming related to GFI engagement.

To ensure Ambassadors have familiarity with the Global Food Initiative and the knowledge necessary to engage other students, it is strongly recommended that campuses select Ambassadors from students who have previously served as GFI Fellows. To facilitate knowledge transfer, we request that you introduce the current Ambassador to the incoming Ambassador so that they may meet informally prior to the summer break. Each current Ambassador will be asked to provide written guidance for the incoming Ambassador.

The appointed GFI Student Ambassador serves as the GFI student engagement go-to person for their campus. Ambassadors will be invited to participate in leadership meetings of the Global Food Initiative where they will share their student voice, report out on student engagement activities, and connect with GFI working group leaders across the system. In addition to these expectations, and those set out by campus supervisors, GFI Ambassadors have the following responsibilities:

Student Engagement

- Promote student awareness of the Global Food Initiative and campus student fellow projects (e.g., tabling about the GFI, engaging student leaders and student organizations in discussions about the GFI, etc.)
- Collaborate with other campus Ambassadors to launch and/or maintain the GFI peer-to-peer blog
- Network and/or help assist with publicizing campus events related to GFI activities
- Infuse, where appropriate, GFI branding into campus events, including:
 - Coordinating on-campus activities in conjunction with Food Day (October) and Earth Day (April)
- Support efforts to rollout outcomes from GFI Working Groups

Meetings

- Meet with GFI leaders on campus to learn about the ongoing GFI work
- Attend in person GFI leadership meetings and participate actively in GFI Working Group meetings and subcommittee meetings

Reporting

- Submit quarterly updates via the survey from the GFI Program Manager, along with other GFI 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 related to the GFI
- Offer guidance on advancing campus-based student engagement in the GFI