



Student Green Energy Fund 2015/2016 Charter

I. Introduction

The [American College and University Presidents' Climate Commitment](#), signed by USF President Judy Genshaft in 2008, obligates USF Tampa to conduct an annual greenhouse gas emissions inventory and develop a long term [Climate Action Plan](#) (CAP) to reduce and, eventually, eliminate greenhouse gas emissions (baseline AY

2007-2008) and a CAP. One of the major sources of greenhouse gas emissions identified by the CAP is energy consumption by the University. The CAP concludes that energy consumption must be reduced to lower greenhouse gas emissions and energy costs.

The Student Green Energy Fee assists the University of South Florida with conserving energy, reducing energy costs, lowering greenhouse gas emissions, promoting renewable energy technologies, reducing water usage and/or increasing resource sustainability. With approval from the Florida Board of Governors on March 24, 2011, students at each campus vote in a study body referendum every three years to determine if they support the fee and at what rate. The most recent referendum for the Tampa Campus were certified by the Election Rules Commission on February 28, 2014. The referendum passed with 69 percent of students voting to approve the fee at the rate listed above. The next referendum will take place in the spring semester of 2017.

II. Fee Administration

The Fee is collectively managed by the Student Green Energy Fund (SGEF) Council, which consists of 15 individuals: 12 regular (voting) members, two alternates, and one Chair.

The Student Government (SG) President nominates six student members and one student alternate from the USF Tampa Campus upon the recommendation of the SG University and Community Affairs Department or other administrative unit of the SG designated by the SG President. The Director of the Office of Sustainability (OS) nominates six faculty/staff members and one faculty/staff alternate from the USF Tampa Campus upon the recommendation of the Sustainability Initiative Steering Committee or other administrative unit of the OS as designated by the OS Director.

All appointments to the SGEF Council are made by the USF President or her/his delegate. Nominations from students, faculty, and staff are accepted by the SG President and OS Director each year in September, with appointments made no later than September 30. All SGEF Council appointments are limited to 12 months, ending September 30. SGEF Council members may seek additional (including consecutive) terms.

The SGEF Council Chair convenes the council, oversees procedural matters, and may cast a tie breaking vote. A simple majority of voting members (seven) is required to vote on SGEF proposals and amend the SGEF Charter. The simple majority must consist of at least three student members and at least three faculty/staff members. Vote casting by electronic means (e.g., e mail) may be permitted as needed but is not preferred. Alternate members may be called upon to vote if a simple majority of regular voting members cannot be achieved.

III. Fund Management

Fees are collected and maintained in a dedicated auxiliary account ("In the Auxiliary Trust Fund – Budget Basis"), and all expenditures for projects funded from the account are approved and paid from that account. The auxiliary fund is administered by Student Affairs. The SGEF Chair is the authorized signatory on the account. An objective cost review is conducted periodically in order to assure accurate estimates. Reports on project expenditures are made on a periodic basis. Unused funding for projects is returned to the fund for other projects.

Since the SGEF is maintained as an auxiliary account, a six percent withholding is required for administrative overhead. In addition, a minimum of five percent of the fees collected is held annually in reserve for contingencies and bad debt. A maximum of three percent of the fees collected can be used annually to fund a term limited OPS staff position ("SGEF Manager") to manage the fund, as approved by the SGEF Council. A maximum of 10 percent of the fees collected can be used annually to purchase energy monitoring equipment and related supplies and services,

- x all relevant university paperwork (e.g., Space Impact Request, Event Request, etc.) must be completed and approved;
- x all proposed projects must have immediate application (i.e., should not be "pure" research);
- x budgets cannot include salaries or stipends for USF employees but can include stipends for undergraduate students and salaries

emissions,

Zachary Johnson, Vice President	Student Government
Brian Goff, Attorney General	Student Government
Lindsay Lewis, Director of Governmental Affairs	Students Government
Samantha Toro, Chair of Sen. Com. on Judiciary & Ethics	Student Government
Nakita Kiger, Chair of Senate Committee on Rules	Student Government

VIII. Charter Amendments

The SGEF Charter was amended on July 17, 2015 by a majority vote of the SGEF Council.