

UNIVERSITY OF ILLINOIS
AT URBANA - CHAMPAIGN

Office of the Provost and Vice Chancellor
for Academic Affairs

Swanlund Administration Building
601 East John Street
Champaign, IL 61820



MEMORANDUM OF UNDERSTANDING

**Student Sustainability Committee
Support for the Sustainability Living-Learning Community**

I. Authority and Purpose

1. This Memorandum of Understanding (MOU) is entered into by the executive officers of the Student Sustainability Committee (hereafter SSC), the Office of Sustainability (administrator of the Sustainable Campus Environment Fee), and University Housing; the program coordinator of the Office of Student Programs and Activities in the Illini Union; and the Vice Chancellor for Academic Affairs and Provost.
2. The purpose of this MOU is to describe a funding arrangement that will support personnel affiliated with the Sustainability Living-Learning Community for limited time.

II. Context

1. University Housing, cooperating with School of Earth, Society, and Environment (College of Liberal Arts and Sciences), and the Office of the Vice Chancellor for Academic Affairs and Provost, intends to establish the Sustainability Living-Learning Community (hereafter SLLC) in the Lincoln Avenue Residence Hall. The community is scheduled to open in Fall 2012 with up to 60 residents. Expansion of the community is possible in future years.
2. A half-time Program Coordinator will be hired beginning January 1, 2012, to lead development of the SLLC. Once the SLLC is open to students in Fall 2012, the half-time Program Coordinator will have day-to-day responsibility for the community's academic curriculum and co-curriculum. In addition, University Housing may opt to employ additional personnel to assist in development and administration of the SLLC.
3. Ordinarily, the salaries of an LLC Program Coordinator and other LLC personnel are paid from revenue derived from a fee paid by LLC residents. This fee is typically reduced or eliminated during an LLC's inaugural year. Therefore, another source of operating revenue is needed to support personnel associated with the SLLC during its planning phase and first year in operation (19.5 months).

III. Funding Agreement

1. The SSC, through the Office of Sustainability, agrees to provide funding in the amount of \$50,000 for the purpose of supporting personnel and activities affiliated with the SLLC, beginning January 1, 2012, and ending August 15, 2013.

2. Of this sum, approximately \$40,000 will be needed to support the SLLC Program Coordinator position (0.50 FTE on a nine-month basis, plus a full-time summer month equivalent spread over the three-month summer period, May 16 through August 15).
Calculation:

January 1–January 15, 2012	\$ 1,111.11	.5 month x \$20,000/9 mo.
January 16–May 15, 2012	8,888.89	4 months x \$20,000/9 mo.
May 16–August 15, 2012	5,000.00	Summer month (\$45,000/9 mo.)
August 16, 2012–May 15, 2013	20,000.00*	9 months x \$20,000/9 mo.
May 16–August 15, 2013	5,000.00*	Summer month (\$45,000/9 mo.)

*subject to a merit increase effective August 16, 2012

3. The remainder, approximately \$10,000, will be used to provide any additional salary or programming funds needed during the SLLC’s first 19.5 months of planning and operation.
4. University Housing will assume full responsibility for support of SLLC personnel and programming as of August 16, 2013.

IV. Other Sources of Funding

1. The Office of the Vice Chancellor for Academic Affairs and Provost agrees to provide its standard allocation for curricular and co-curricular activities in LLCs: \$25,000 per academic year for courses and \$4,000 in discretionary funds available to the Program Coordinator.

V. University Housing Conditions

1. University Housing shall have full responsibility for evaluating the performance of all personnel affiliated with the SLLC. In the case of the SLLC Program Coordinator, University Housing’s evaluation will be communicated to SESE, which has responsibility for coordinating the Project Coordinator’s annual performance evaluation, and calculating her annual merit raise, if any.

VI. Student Sustainability Committee Conditions

1. A representative of the SSC will be invited to serve on the Living-Learning Advisory Committee that is charged with planning the SLLC. The advisory committee is jointly charged by the Vice Chancellor for Academic Affairs and Provost and the Vice Chancellor for Student Affairs.
2. A liaison from the SSC will participate as a voting member in meetings of the SLLC during the period in which SSC funds are being used by the SLLC. After that time, a non-voting liaison can continue to participate in meetings of the SLLC, subject to approval by the SLLC committee.

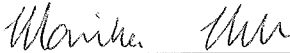
VII. Resolution of Differences

1. In the event that differences arise between the SSC and parties to the development and administration of the SLLC, SSC agrees to abide by resolutions agreed to by the Vice Chancellor for Academic Affairs and Provost (or designee), the Vice Chancellor for Student Affairs (or designee), and the Director of the Office of Sustainability (or designee).

VIII. Effective Dates, Renewal, and Termination

1. This MOU shall become effective immediately upon approval by authorized signatories. It shall remain in effect until August 15, 2013, unless otherwise amended to the satisfaction of all signatories.

Parties to the Funding Agreement described in Section III:




 Marika Nell
 Chair
 Student Sustainability Committee

 John E. Collins
 Director
 University Housing

Date: 12/8/2011

Date: _____



 Katie Kinley
 Treasurer
 Student Sustainability Committee

 Pradeep Khanna
 Associate Chancellor and Acting Director,
 Office of Sustainability

Date: 12/8/11

Date: _____

Party to Other Sources of Funding described in Section IV:

 Richard P. Wheeler
 Vice Chancellor for Academic Affairs
 and Provost (Interim)

Date: _____

- c: Office of the Vice President and Chancellor
- Office of the Vice Chancellor for Academic Affairs and Provost
- Office of the Vice Chancellor for Student Affairs