Mission Statement:
The Jane B Semel HCI Community Garden provides an on-campus space for the UCLA community to grow healthy food in order to foster education through ecologically sound gardening practices. In partnership with the Healthy Campus Initiative, envisioned and supported by Jane and Terry Semel, the initiation of this garden is intended to promote community building and address food insecurity on campus.

Membership Agreement – Rules, terms, and conditions of participation

1. Introduction
   A. The Garden Oversight Committee is the highest governing authority at the Jane B Semel HCI Community Garden (herein referred to as ‘Garden’).

   B. Violation of any rules, terms, and conditions may warrant permanent exclusion from the garden and loss of your plot. In case of any violation(s), appropriate disciplinary action(s) will be at the sole discretion UCLA Recreation, as advised by the Garden Oversight Committee (herein referred to as ‘GOC’).

   C. Approval to use the garden is at the sole discretion of GOC and Recreation. Users must abide by its policies and practices.

   D. Plots are regularly inspected for compliance with these rules. If a plot is in violation of the guidelines, GOC officers will inform the member(s) by email. Violations must be corrected within 14 days to the satisfaction of the officers. If not corrected within 14 days, a red flag is issued. Members receiving three such red flags in one membership year may be considered no longer in good standing and are subject to revocation and/or non-renewal of club membership.

   E. All communication to garden members is by email. Club members are responsible for reading and acting on, as required, all notices sent to them by the GOC. You are expected to inform the GOC of any changes to member contact information.

   F. If more applications are received than plots available, a waiting list will be created once plots are assigned. The GOC will notify groups if they are allocated a plot within roughly two weeks after the application deadline. Qualifying groups who are not allocated plots will be placed on our waiting list.

   G. Members may not trade plots or give their plot to others. If you decide to drop out of the club or cannot maintain your garden plot, please notify the officers by promptly sending email to hcígardens@g.ucla.edu. When relinquishing a plot, it shall be cleared, cleaned and left neat and tidy, out of consideration of the next gardener.
II. Rules for Participation

A. Each plot application must consist of at least five (5) UCLA affiliates (any combination of currently enrolled students, faculty, staff). Annual reapplication is required for the academic school year (Fall, Winter, and Spring quarters); a separate application must be submitted for Summer Sessions. It is possible that a different plot may be assigned during the Summer Sessions. A full roster of members must be provided with application.

B. Each group that applies for a plot will designate a primary member as the Garden Liaison for their group; all communication should be directed through the designated Liaison to the GOC. The Garden Liaison is responsible for communicating and distributing information from the GOC to their members as well as submitting the application.

C. Member groups are subject to a one (1) year participation limit (Fall through Summer), in order to accommodate high demand and promote broad learning across campus.

D. Each group is expected to comply with our planting guidelines, included in your Welcome Packet.

E. Once a plot has been assigned, all members must register online and must begin planting within 14 calendar days from notification of plot approval. Members agree to maintain their plot throughout the academic year, actively harvesting and keeping the area free of weeds, dead, diseased or insect-infested plants. Fruits and vegetables should be harvested in a timely manner, as ripe items attract rodents. Members must keep the gravel area surrounding their plot clear.

F. Physical boxes are not to be altered in any way. Any signage beyond plant identification in the beds or surrounding area must be approved by the GOC.

G. Users are not to expand their plot beyond the confinement of each bed or into paths or other plots. All plants must be kept within the limits of the garden bed and plants are not allowed to grow any more than four feet from the top of the bed. Gardeners may be asked to remove intrusive, invasive or unsafe plants.

H. Members are not to take anything from the garden that is not rightfully theirs, including but not limited to food, plants and equipment from other plots. Provided soil is not to be removed from any plots. Actions such as theft of tools, equipment, produce, flowers, vandalism or destruction of property will result in revocation of membership. Gardeners should report the following problems promptly: theft, problems with animals including
gophers, voles, rats, rabbits, ants or other pests. Send email to hcgardens@g.ucla.edu with your plot number: The eyes of all gardeners can help to deal with these problems.

I. Each plot, paths, and surrounding areas must be kept clean, neat and debris-free. Members agree to completely separate trash into the appropriate streams: 1) dead plants, leaves, and other green waste plant parts will be sorted into the UCLA Facilities Green Bin to be collected by UCLA Facilities; 2) paper, plastic, cardboard, metal, etc. will be sorted into the recycling bin. Each type of waste must only be placed in the areas designated specifically for each. Anything brought from outside the garden must be taken back home.

J. Members are responsible for watering their own plots. Hoses are available for your use. Plots must be watered according to water-wise guidelines. Please be conscious of drought conditions and water as a precious, finite resource. Please reach out to the Garden Oversight Committee for resources.

K. Any additives in the garden are prohibited without the advance approval of the Garden Oversight Committee. This includes but is not limited to pesticides, fertilizers, and weed repellents. The Garden Oversight Committee will be screening additives to ensure they are all certified organic.

L. Members are responsible for the harvesting of their own plot. Members agree not to sell their produce, and are strongly encouraged to donate surplus to the CPO Food Closet.

M. Garden Workshops: At least one representative from each plot must attend at least one Garden Workshop each quarter. Topics will include soil building, seeds and planting, garden tools, and pest control; Information for these events will be emailed from the Garden Oversight Committee to members.

N. Garden Workdays: One group member per plot must attend a communal workday per quarter. Workdays will be scheduled according to the current needs of the garden as they occur, and members will be notified in a timely manner.

O. Neither the Garden Oversight Committee nor UCLA is responsible for member actions.

P. Guests and visitors, including children, may enter the garden only if accompanied by a registered member. They must follow all rules, terms, and conditions stated here. Children must be supervised at all times. Registered user(s) are solely responsible for the behavior of their guests.
Q. Access to community tools and garden supplies will be provided at the tool shed. Members will be given the combination to open the door lock. Sharing of any lock combination at UCLA is not allowed.

R. Communal tools are to be treated with respect and care, kept clean, and placed back where they belong once they are finished being used.

S. UCLA Recreation will not be responsible for storage, damage, or loss of any tools purchased or brought on site by member(s).

T. There is no smoking, drinking of alcoholic beverages, use of illegal or recreational drugs, or gambling allowed at Sunset Canyon Recreation Center, including the garden. You are not allowed to enter the garden while under the influence of alcohol or illegal or recreational drugs.

U. Weapons, pets, and other animals are not allowed into the garden (service animals are allowed).

V. Garden plots must at all times be maintained in a safe condition or the University has the right to rectify the situation immediately. If the University is required to remedy an unsafe situation a second time, the gardener must relinquish his or her plot and membership in the club.

W. Members are to treat other gardeners with respect, and agree to not use abusive or profane language or discriminate against others.

X. Members agree to keep the garden a happy, secure, and enjoyable place where all participants can garden and socialize peacefully in a neighborly manner.