

Terms of Reference of the Student Affairs Committee of the Board of Governors

1. INTRODUCTION

As per 15.1 of the Loyalist College By-law 1, “The Board may, from time to time, establish committees, consisting of such individuals as may from time to time be appointed members thereof by the Board, to act in an advisory capacity to the Board in connection with the particular fields of activity referred to such committees.”

The Student Affairs Committee, a standing committee of the Board of Governors is responsible overseeing strategic initiatives relating to the student experience and referring this items to full Board.

2. SCOPE OF ACTIVITY

- A. To ensure excellence in the quality of services provided to students by reviewing and recommending strategies, for serving, rewarding and recognizing the College’s students.
- B. To establish metrics and service standards and to monitor the performance and efficiency of student services against the approved standards including Key Performance Indicators (“KPI”).
- C. To report on legislative requirements relating to students including the Accessibility for Ontarians with Disability Act (AODA) and those relating to sexual assault and sexual violence.
- D. To consult on the needs of specific groups of students, including but not limited to, international, Indigenous, full-time, part-time, continuing education, apprenticeship, mature, disabled, ethnically diverse, and students with families.

3. COMPOSITION

The Committee shall be composed of a minimum of seven Governors, one of whom shall act as chair of the committee and shall, for the purposes of such committee and at the meetings of such committee, perform the function of Chair. The Chair of the Committee must be an external Governor. The committee will also include the Board Chair, Ex Officio, the President, Ex Officio and Executive Director, Student Life and Leadership (non-voting) as a resource member of the Committee

4. MEETINGS

Meetings will take place a minimum of three times a year on months on months that alternate with the Academic Committee. Quorum is a simple majority.

5. REPORTING

- A. Maintain a record of the meetings and report to the Board of Governors on the results of the foregoing activities.
- B. Perform any other activities consistent with these Terms of Reference, College's By-law and governing law, as the Committee or the Board deems necessary or appropriate.
- C. Review and assess the adequacy of these Terms of Reference at least annually and submit the Terms of Reference to the Board of Governors for approval