

CHESTNUT RESIDENCE

- Residence Affairs Committee (RAC) –

Terms of Reference

Purpose:

The purpose of the Residence Affairs Committee (RAC) is to review issues that are brought to the committee. The Residence Affairs Committee may make recommendations and provide advice on:

- A. The Co-Curricular Record (CCR);
- B. The Chestnut Tree and related food operations;
- C. Use of the Residence's physical facilities for students;
- D. Communications;
- E. Student Policies;
- F. Funding requests (*where applicable*); and
- G. Any other matters directed to it by the Chestnut Board.

Meetings:

The Residence Affairs Committee shall meet twice per term or more depending on the issues that arise.

Membership:

The Residence Affairs Committee shall consist of:

- Assistant Dean Residence Operations (Committee Chair)
- The Dean of Residence
- At least one other staff member of the Residence Office (Assistant Dean Residence Life or designate)
- The Chestnut Residence Council President and/or a designate
- At least one other Chestnut staff member (Food Services, Building Ops, etc.)
- 2-3 students who are current residents of Chestnut Residence
 - Representative groups (first year, upper year, international, graduate, engineering)
- At least One Residence Don (maximum of 3)

Communication:

The Committee Chair will organize and book all meetings (set dates, send meeting invites, prepare the agenda, and take meeting minutes). Following each meeting the minutes will be sent out to the group

for review and thereafter will be posted online on the Chestnut Residence website under the Residence Affairs Committee section.

Important and key information will be shared with the larger residence community via the Chestnut Chatter bi-weekly newsletter and through monthly floor community meetings on an as needed basis.

Accessing RAC:

Members of the community who are looking to bring matters forward to RAC for consideration may do so in the following ways:

- Floor Representatives - residents may approach their floor rep to bring forward ideas and concerns to RAC via the Chestnut Residence Council.
- Chestnut Residence Council – residents may approach any member of the CRC Executive and share their ideas or concerns to be brought forward to RAC.
- Electronic Communication – residents may share their ideas or concerns directly to RAC via email (chestnut.life@utoronto.ca).
- Attending a meeting – residents may also wish to attend a RAC meeting in person. Please see meeting schedule on Residence website.

Stewardship:

Oversight of the Residence Affairs Committee (RAC) will be in the hands of the Dean of Students and the Assistant Dean Residence Operations. Any concerns regarding RAC should be brought to their attention.