



## **ACADEMIC COMMITTEE TERMS OF REFERENCE**

### **MANDATE**

To provide an open space where all Trent Durham students can come and air any academic grievances, discuss any concerns they have, and ultimately provide the student body with a voice. The Academic Committee serves to operate on behalf of the student body to either directly help with any academic concerns, or to point them in the right direction of governing bodies that can assist also.

### **MEMBERSHIP**

The Chair will appoint the members of the Academic Committee to represent their respective roles. Other Academic Committee members (i.e. TDSA executives and directors) may be included at the discretion of the President and with the advice of the TDSA. The positions of the Academic Committee are as follows:

- The Chair, which will be headed by a member of the Board of Directors
- Executives, 1 or 2 Trent University staff from Academic Skills and/or the Academic Mentoring Program (AMP)
- 4 – 7 dedicated student members, ideally from different majors and/or years

### **EXPECTATIONS**

It is expected this committee will meet at least twice a semester and notice of a meeting will be given at least fourteen days in advance. It is important to note that emergency meetings can occur, in which case notice will be given out as early as possible.

Minute-taking will be tasked to a member at the top of the meeting, with minutes being physically handed to or digitally sent to the Chair upon adjournment.

### **REPORTING RELATIONSHIP**

The committee holds no power within the confines of the TDSA or the university itself. Rather, the committee acts as the intermediary between the student body and already established student services and associations who could assist students with any academic matters and concerns.

Projects and content generated from this committee will be handed over to the President of the TDSA at the end of every term.