The Student Rights & Responsibilities Committee Terms of Reference

Effective: September 2015

Section 1 – Committee Function

The Committee is an advisory body to the University of Guelph’s Board of Governors.

The central purpose of the Committee is to prepare and recommend non-academic student regulations that further a community environment conducive to learning, and to maintain the mandates of the University of Guelph Judicial Committee and its Appeals Committee.

The four main functions of the Committee are:

1. To prepare and recommend policies, rules, and regulations regarding student conduct and penalties for student misconduct. All policies, rules, and regulations shall be incorporated into one comprehensive document entitled: Policy on Non-Academic Misconduct.

2. To encourage student understanding and support for the Policy on Non-Academic Misconduct.

3. To review the non-academic student regulations of all University bodies and offices, and to prepare and recommend changes to units or to the Board of Governors, as needed.

4. To review annual reports that identify infractions of the Policy on Non-Academic Misconduct.

Section 2 – Committee Membership

The Committee membership is as follows:

1. Chair (non-voting member):
   The Associate Vice-President (Student Affairs) shall be the nonvoting Chair of the Committee.

2. Deputy Chair (non-voting member, when acting as Deputy Chair):
   The Committee shall select a Deputy Chair to serve as a designate to the Associate Vice-President.

3. Student Representatives (voting members):
   Ten student representatives shall be nominated for a one year term, which can be renewed once. Each student unit listed below may also appoint an alternate who can act to fulfil Committee terms in place of the main representative as needed. The following student units shall be given the opportunity to appoint representation:
a) one student from the Central Student Association
b) one student from each of the seven College Governments
c) one student from Interhall Council
d) one graduate student from the Graduate Students’ Association

4. **Faculty and Staff Representatives (voting members):**
   A faculty or staff representative from each college shall be nominated by the Dean of the College for a two year term. Members may be reappointed for one additional term. A minimum of three representatives are to be faculty. Each college may also appoint an alternate to act in place of the main representative as needed. A faculty or staff representative from Ridgetown campus will receive meeting materials and can attend meetings. The Ridgetown representative will not count toward quorum.

5. **Resource Representatives (non-voting members):**
The Committee may seek advice from such consultants, as it considers appropriate. Resource representatives the following positions:

   a) The Chairs of the University of Guelph Judicial Committee
   b) The Judicial Officer
   c) Director of Campus Community Police
   d) The Director of Student Housing Services
   e) The Associate Vice-President (Student Affairs) shall appoint a secretary

**Section 3 – Committee Quorum**

Quorum includes the Committee Chair (or Deputy Chair), and 30% of voting representatives with a majority of students.