

Colleges Committee

Terms of Reference

Category: Terms of Reference

Version 6

First ratified: September 2000

Last ratified: November 2020

1. Purpose

- 1.1. The Colleges Committee exists to:
- 1.2. Provide students in Colleges with an opportunity to voice their concerns and communicate directly with the Otago University Students' Association (OUSA);
- 1.3. Make official recommendations to the Residential Committee on College related issues;
- 1.4. Run initiatives and campaigns in conjunction and liaising with the Residential Committee;
- 1.5. Allow the ability for College Representatives to share ideas between colleges.

2. Interpretation

- 2.1. In this policy, unless the context otherwise requires:
 - 2.1.1. Committee means the Colleges Committee;
 - 2.1.2. College means any entity, recognised by the University of Otago as an official University of Otago Residential College;
 - 2.1.3. Residential Committee means the committee which oversees all residential matters;
 - 2.1.4. College Representative means the student representative(s) representing their respective College.

3. Membership

- 3.1. The membership of the Committee shall consist of:
 - 3.1.1. The OUSA Residential Representative, who shall act as Chair and convene meetings of the Committee;
 - 3.1.2. The OUSA President;
 - 3.1.3. Te Roopu Māori Student Representative;
 - 3.1.4. University of Otago Pacific Students Association Representative;
 - 3.1.5. International Student Representative from a College;
 - 3.1.6. One College Representative from each College:
 - 3.1.6.1. The Student President of the College, or the equivalent representative, shall be the preferred College Representative, if this is not applicable, then the Head of College shall nominate an alternative representative;
 - 3.1.6.2. Each College Representative shall be appointed no later than April unless there is a delay in the election of a Student President.
 - 3.1.7. Any other OUSA members or persons appointed by the OUSA executive or co-opted by the Committee.
 - 3.1.8. The membership of the Committee shall be appointed by the Executive.
 - 3.1.9. Unless otherwise stated, membership shall be for the remainder of the calendar year from the date of appointment.

4. Terms of Reference

- 4.1. The Committee shall:
 - 4.1.1. Report to the Residential Committee when and as needed;

- 4.1.2. Advise and provide recommendations to the Residential Committee and the Representative on any issues, policies, campaigns, or other activities relevant to Colleges and College students;
 - 4.1.3. Have its members actively seek issues relevant to students in Colleges and raise them with the Committee;
 - 4.1.4. Convene at least once every month during the academic year, and formally report to the Residential Committee after each meeting.
- 4.2. One member shall be appointed to the Residential Committee to be a representative of Colleges:
- 4.2.1. This member shall be nominated by the Committee at the first meeting.