



Fleming College Food Service Advisory Committee

-Terms of Reference-

Purpose:

The Fleming College Food Service Advisory Committee (FSAC) has been established to provide a structured and open forum whereby representation from the Fleming College community will evaluate and review various policy and operational aspects of the Food Service Operations. This forum will ensure an open channel of communication for members of the College community to register their concerns and/or suggestions relating to food services.

Membership:

The membership for the Sutherland and Frost campuses will include:

Manager, College Services (Co-Chair)
Appointees from the Student Administrative Council; (Co-Chair)
Appointees from the Frost Student Association; (Co-Chair)
Director, College Services
Aramark Food Service Director
Appropriate Aramark staff
Fleming College Students
Fleming College Faculty
Fleming College Support Staff
Residence representation

Meetings:

Meeting should be held at a minimum of two times per term, per campus. If practical, a joint meeting may be held representing both campuses. Meetings are open to the College community. Meetings will be chaired by the Manager, College Services and each of the Student Administrative Council and Frost Student Association at their respective campuses.

Meeting notes and actions will be recorded and circulated to all members of both committees and other designated College staff. Notes may be redistributed by any recipient.

Scope:

The Fleming College FSAC shall function as consultative and advisory to the Director, College Services, with respect to all existing and planned food service outlets and for catering services provided to the Fleming College community. This includes, but is not limited to:



- To receive and discuss requests and suggestions made by Fleming College community with regards to food service
- To provide information and answer questions related to departmental operations
- To evaluate existing departmental policies
- To receive and evaluate food service recommendations
- To recommend changes to the policy where such changes are warranted and beneficial to the College community
- To identify specific food needs of individuals and the College community, and to ensure they are being met
- To assess the implications of:
 - The hours and days of operation for each outlet
 - The partial or complete opening or closing of one or more outlets
 - Changes in operation of any outlet
- To provide feedback regarding the placement of new outlets and or products and services to the community

The committee does not address issues related to the Operating Agreement between the College and Aramark.