Residence Budget Advisory Committee (RBAC)  
Terms of Reference

1. **Purpose**

The Student/University Administration – Residence Budget Advisory Committee (R-BAC) is the student and senior administrative committee that ensures open and effective communication between the students and senior administration, in relation to Residence Services budgeting process and those budgeting issues that have a direct impact on student rent.

2. **Committee Mandate**

The Student/University Administration – R-BAC will:

- Consult and discuss proposals with consideration to the institution’s guiding documents.
- Consult, review, consider and discuss issues affecting Residence Services’ budget planning and development process as they relate to student rents.
- Assist the students and senior administration in developing common strategies in approaching government on matters relating to the availability of student housing.
- Ensure the effective communication between the organizations and offices represented on the Committee.
- Residence Fees will be brought forward to the Board on an annual basis.

3. **Committee Composition**

The committee shall consist of the following standing and resource members:

**Standing Members**
- Vice President, Facilities and Operations, **Chair**
- Vice-Provost and Dean of Students or designate
- Dean, Faculty of Graduate Studies and Research or designate
- President, Graduate Students' Association (GSA) or designate from executive
- President, Students' Union (SU) or designate from executive
- President, Augustana Students’ Union or designate from executive

**Resource Personnel**
- Associate Vice President, Ancillary Services
- Assistant Dean of Students, Residence Life
- Director, Operations, Ancillary Services
- Senior Financial Officer, Facilities and Operations
- Finance Supervisor, Ancillary Services
4. **Committee Meetings**

The Student/University Administration – R-BAC will meet at least twice annually at the call of the Chair with meetings to coincide with the budget planning cycle of the University.

Meetings of RBAC are supplemented by meetings of the Vice President, Facilities and Operations, the Dean of Students, the Director, Residence Services and the Executive Director, Ancillary Services with stakeholders.

5. **Secretariat**

The Office of the Vice-President, Facilities and Operations will provide secretariat support to the committee.

Official records of the committee’s deliberations will be held by the Office of the Vice-President, Facilities and Operations. The records of the Committee will be subject to the provincial FOIPP legislation and comply with the records retention schedule of the Office of the Vice-President, Facilities and Operations.