

CHARTER
UNIVERSITY DINING SERVICE ADVISORY COMMITTEE

An University Dining Service Advisory Committee is hereby established by the Vice President for Student Affairs and Enrollment Services and the Vice President for Business and Fiscal Affairs as a standing committee at Wright State University.

1. Duties and Functions

- A. The major function of the University Dining Service Advisory Committee will be to review the main campus university dining service operation exclusive of vending services and the Nutter Center food service contract operation.
- B. In general, the committee will serve as an advisory body to the appropriate administrator in charge of supervising the dining service contractor.
- C. The Committee is specifically responsible for long range planning and for periodic review of all phases of university dining services operations.
- D. The Committee shall regularly make recommendations regarding services, menus and prices to the appropriate administrator in charge of food service contractor supervision.
- E. It will be the responsibility of individual committee members to report appropriate committee business to their respective appointing bodies.

2. Subcommittee

- A. The Dining Service Advisory Committee may occasionally establish subcommittee units to address specific needs and concerns and recommend initiatives to the larger committee.

3. Membership and Terms of Office

- A. Chair:
 - 1) The Director, Business Services shall chair the Committee (ex-officio) and preside at its sessions, or shall appoint a designee who will service as committee chair (voting position).
- B. Other Voting Members:
 - 1) The Student Government President shall appoint three student representatives to serve a one-year term.

If requested by the appointing student organization, student representatives may service multiple one-year terms.

- 2) Two members each will be appointed by the Wright State University Resident Community Association.

- 3) One member each appointed by the Classified and Professional Staff Advisory Councils, each serving two-year terms.
- 4) A member of the Faculty will be appointed by the Faculty President to serve a two-year term.
- 5) One member appointed by the Office of Conferences and Continuing Education.
- 6) Residence Services Director or his/her designee.

C. Non-Voting Members:

- 1) Dining Service Director (contractor's director of food services).
- 2) Other members may be selected to advise, as necessary, on a temporary, non-voting basis.

4. **Meetings**

- A. Meetings will be held on a monthly basis during the academic year. Meetings will be held on the third Thursday of the month beginning at 1:30 pm.
- B. The chair of the committee or a majority of committee members may call additional meetings.

5. **Voting**

- A. Final recommendations will be based on a simple majority vote.
- B. A simple majority of those in attendance is necessary for the rendering of all final recommendations. Members must be notified in advance of the issue that will be discussed and voted on prior to the meeting.

6. **Other**

- A. The members must approve meeting Minutes prior to the distribution of those Minutes outside the committee.
- B. Procedures not specified above shall be in accordance with Robert's Rules of Order, latest edition.