# Terms of Reference

## Reach Out Committee

<table>
<thead>
<tr>
<th>Date last Updated</th>
<th>May 30, 2017</th>
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<tbody>
<tr>
<td>Prepared by</td>
<td>Jennifer Honeybourn</td>
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## 1.0 Purpose

To sift through story ideas happening across the Faculty for inclusion in Reach Out, the Faculty of Land and Food Systems’ newsletter.

## 2.0 Objectives

To decide on which stories will be included in Reach Out.

## 2.0 Membership

Representatives from across the Faculty, including:

- Director, Communications
- UBC Farm
- APBI/Animal Welfare
- LFS Community-Based Experiential Learning
- Dietetics/FNH
- UBC Dairy Education and Research Centre
- LFS Development Team
- LFS Learning Centre

## 4.0 Procedures

1. Process – Roundtable, stories collected by communications are presented, brainstorm.

2. Decision Making – Final approval of the Dean is required.

3. Minutes and Agendas – Director, Communications

## 5.0 Meetings

The Reach Out Committee normally meets for one hour, twice a year (January and June).
Reach Out Committee – Current Membership (2017-18):

Jennifer Honeybourn (Chair, Communications)
Chris McGill (APBI/Animal Welfare)
Karol Traviss (Dietetics/FNH)
Jim Thompson (UBC Dairy Education and Research Centre)
Anna Grabowski (LFS Development Team)
Cyprien Lomas (LFS Learning Centre)
Erik Skalij (Communications)
Melanie Kuxdorf (UBC Farm)
Caely-Ann McNabb (LFS Alumni)