# Terms of Reference

**Faculty Advisory Board**

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<th>Date last Updated</th>
<th>May 31, 2017</th>
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<tr>
<td>Prepared by</td>
<td>Melanie Train</td>
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## 1.0 Purpose

1. To understand the principles, operations and programs of the Faculty of Land and Food Systems, for a more independent perspective and comment.

2. To provide advice to the Dean of the Faculty of Land and Food Systems on matters relating to the Faculty’s activities, including teaching, research, extension, education and funding, either at the request of the Dean or as independent offerings related to advisor’s individual areas of expertise.

3. To provide information about the Faculty to external communities, to improve the quality of information exchange and informed comment on Faculty initiatives.

## 2.0 Objectives

More specific objectives of each Board member include:

1. To commit to the review of materials and attendance at scheduled meetings (face to face, videoconference) reasonable number of meetings to be relatively informed regarding the challenges and opportunities facing the Faculty and on approaches to dealing with these.

2. To provide comment on matters related to, and including, the Faculty’s mission, goals and strategic initiatives; such comment being provided in a timely way for consideration by the Dean. Such comment may include an annual assessment as an informal, strategic overview.

3. To serve as ambassadors for the Faculty in the public realm, and more particularly, to improve information flow to and from the exciting but often daunting spectrum of communities, from associated professional and community groups, to industry, government, alumni, and friends.
3.0 Membership

The Board is made up of a maximum number of 15-16 members, including academics, senior leaders from industry and government.

Members are asked to commit to a 2-year term, and may be re-appointed once within any five-year period. As a means of establishing a staggered membership, the founding members will be asked to serve for either a two- or three-year term, renewable once. Members will be asked to sign a confidentiality agreement.

4.0 Procedures

Process – Board meetings will consist of:

1. an information portion,
   (a) around a focus “theme”;
   (b) around a general status report, and

2. a discussion session

Each meeting will conclude with a reporting summary, which generally will not be a consensus or other decision, but which will reflect the diversity or scope of views and information input.

Minutes and agendas - Minutes and agendas are distributed to Board members by the Dean’s Office Coordinator. Minutes will be taken by the Faculty Liaison.

5.0 Meetings

Advisory meetings will take place twice per calendar year - one face to face meeting and one or two videoconferences.

The faculty is able to fund hotel costs, parking, and meeting costs.
Current Membership (2016/17) includes:
Parm Bains
Philip Donne
David Farrar
Henning Freybe
Joseph Fun
Deborah Henderson
Yves Potvin
Nola Kate Seymour
Philip Sherman
Howard Soon
Arran Stephens
Derek Sturko
Jeffrey Turner
Bernhard Van Lengerich
John Dupuis
Katheryn Lu