



Trent University Alumni Association – Durham GTA Committee Terms of Reference

Trent University's Guiding Statement on Alumni:

With a transformative, collaborative, and personal student experience as the foundation, Trent University considers its graduates invested and important lifelong stakeholders and members of its inclusive intellectual and social community. Through its decision-making, outreach, program and initiatives aimed to sustain and nurture relations with its alumni, Trent endeavours to involve the network of alumni worldwide in achieving the University's mission.

Overview of Committee

The Trent University Alumni Durham GTA Committee provides volunteer leadership through service, skills, networking, knowledge and strategic business acumen. The Durham-GTA committee is established to serve as advisors on and provide support to the campus and alumni events. The committee will work closely with the Alumni Engagement & Services (AE&S) staff to help the graduating students celebrate their achievements with their family, friends, faculty and classmates as they join the ever growing family of Durham-GTA Alumni.

Committee Mandate

1. Seek the input of the broader Durham GTA alumni population in relation to programming.
2. Assist with the creative development, planning and execution of Durham GTA events. This includes but is not limited to, Durham-GTA Convocation Ceremonies, Graduation Award Dinner, and Homecoming.
3. Support the promotion of Durham GTA events to alumni and broader community.

Criteria for membership to the Durham-GTA Committee

1. Committed to the Mission and Vision of Trent University & the TUAA
2. Willingness to share their talents and expertise in support of the priorities of Trent University Alumni and Durham-GTA Alumni specifically
3. Members to be representative of the diversity of the broader Durham-GTA's Campus community
4. Members must be available to meet at predetermined points throughout the year
5. Members must be willing and available to participate in such public and private events that the committee deems appropriate for it to be involved in. This includes but is not limited to, events surrounding the Durham-GTA Convocation Ceremonies, Graduation Award Dinner, Homecoming.

Structure of the Durham-GTA Committee

Committee members must be members of the TUAA, with the exception of the AE&S co-chair. Co-chairs are selected by the TUAA at the annual AGM; subsequent members are selected by the Durham GTA committee co-chairs. Members are encouraged to participate in the committee for at least two years.

1. A Chair, or Two Co-Chairs, as appointed by the TUAA Executive Council, taking into consideration the recommendation of previous Co-Chairs.
2. One (1) representative each from the Durham GTA Campus and AE&S as appointed by the sitting Co-Chairs with the recommendation from Trent University. This member will be non-voting.
3. A maximum of 5 Alumni who completed part or all of their studies at the Durham-GTA campus

Roles and Responsibilities

1. Assist in the promotion and advancement of the Durham-GTA campus Alumni Community.
 - a. Recruit alumni volunteers to assist in the running and promotion of events, initiatives or other business of the committee
2. Attend regular meetings of the committee
3. Assist with organizing and executing of events that the University and Committee deems advantageous.
4. Members are asked to host and attend the events supported by the committee.
5. Provide post-event feedback and suggestions for improvement

Accountability and Reporting

The committee will act as the voice of the Durham GTA alumni population, making recommendations and programming suggestions that would appeal to their community. Committee members are encouraged to seek the feedback of other alumni and bring it to the Committee.

Committee members are expected to support the promotion of events by disseminating marketing material and word-of-mouth campaigning. The generation of marketing materials and media relations should be directed to the AE&S Staff co-chair.