

**THE UNIVERSITY OF TEXAS AT DALLAS**  
**NUMBERED POLICY MEMORANDA**

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POLICY MEMORANDUM 96-I.2-71

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**AUXILIARY SERVICES ADVISORY COMMITTEE**

The Auxiliary Services Advisory Committee is a University-wide Standing Committee not reporting to the Academic Senate of The University of Texas at Dallas.

The Committee is charged to advise the Assistant Vice President for Procurement Management on policies, procedures, and rules, which will optimize the overall operation of Food Services, the UTD Bookstore, and Vending Operations. The scope of the Committee's purview shall include such areas as physical operations, facilities, and all other matters relating to these services that the Committee shall deem it appropriate to consider, including matters referred to it by the Assistant Vice President for Student Affairs and Dean of Students and/or the Student Government Association. In addition, the Committee shall make recommendations to the Vice President for Business Affairs, the Vice President for Student Affairs, and the Executive Vice President and Provost regarding the interests and concerns of all auxiliary services customers.

The Committee membership shall consist of seven (7) voting members. They shall include 4 students and 3 members to be appointed by the President or the President's designee from faculty and staff. The student members shall be appointed in accordance with procedures established in Article II, Subarticle A, of the Constitution of the Student Association of The University of Texas at Dallas. The student members shall be representative of all students enrolled at the university. Faculty members are appointed from the membership of the General Faculty as defined in Title III, Chapter 21, Section I.B.1. of The University of Texas at Dallas Handbook of Operating Procedures. The Assistant Vice President for Student Affairs and Dean of Students, the Director of Food Services, the Contract and Services Manager, the UTD Bookstore Manager, and the Director of the Student Union shall serve as non-voting ex officio members.

The Assistant Vice President for Procurement Management serves as the Responsible University Official and shall convene the first meeting of the Committee each year for the purpose of selecting the Chair and Vice Chair. Each member will serve for a one-year term starting September 1 and continuing to August 31. If for any reason a committee member cannot serve, the President or designee shall appoint a replacement to serve the remainder of the unexpired term.