

SMITH COLLEGE.

Smith College Dining Exemption Policy

Approved: *VP Administration and Finance/VP Campus Life*
Responsible Office: *Dining Services*
Responsible Administrator: *Director of Residential Dining*

Date Established: August 20, 2024
Date Last Revised: *n/a*

Statement

Smith College provides a mandatory all-you-care-to-eat board plan consisting of 5 meal swipes a day and \$110 Dining Dollars to undergraduate students living in traditional college housing. The meal plan exemption policy is for students for whom the dining service is not able to meet dietary needs based on a documented medical condition, disability, or religious dietary restriction. The Meal Plan Exemption committee includes representatives from Dining Services, Accessibility Resource Center, and Residence Life with other representatives such as Health Services and Center for Religious & Spiritual Life consulting on an as-needed basis. The College reserves the right to modify or amend this policy at any time, and any such changes will be communicated to students in a timely and appropriate manner.

Scope and Responsibilities

This policy applies to all Smith College undergraduate students who have active meal plans living in traditional college housing. This policy does not apply to students residing in the Friedman Apartments or other non-meal plan housing including Tenney and Hopkins.

All individuals to whom this policy applies are responsible for becoming familiar with and following this policy. College supervisors and employees with student oversight duties are responsible for promoting the understanding of this policy and for taking appropriate steps to help ensure and enforce compliance with it.

- The student is responsible for:
 - Informing the College of any changes to their dietary needs or medical conditions that may require special accommodation or exemption from the meal plan requirement.
 - Understanding how removal from the meal plan will impact their financial aid package.
 - Students requesting an exemption based on a medical or disability need are required to register with the [Accessibility Resource Center](mailto:arc@smith.edu) (arc@smith.edu).
 - Students requesting an exemption based on a religious or spiritual dietary need must contact the [Center for Religious & Spiritual Life](mailto:crsl@smith.edu) (crsl@smith.edu).
- [Dining Services](#) is responsible for:
 - Providing students with accurate and up-to-date information about meal plan options, dining locations, and policies.
 - Maintaining a safe and sanitary dining environment that meets all health and safety standards.
 - Addressing any concerns or complaints related to the meal plan program in a timely and effective manner.
 - Maintaining privacy in terms of the reason(s) for requesting a meal plan exemption.
 - Replying to and maintaining up-to-date records for students requesting an exemption from the mandatory meal plan.
 - Coordination of the Meal Plan Exemption Committee meetings and communication.
- Oversight of policy:

- Director of Residential Dining Services
- Dean of Students
- Director of Non-Discrimination Initiatives & Title IX Coordinator
- Implementation of the policy:
 - Manager of Nutrition Services
 - Director of Accessibility
 - Assistant Director of Residence Life Operations
 - Student Support Coordinator (Residence Life)

Policy

Students with an active meal plan have the right to request an exemption from their meal plan. If the exemption request is approved, the student must acknowledge that Smith College is no longer responsible for providing their meals and the student is responsible for supporting their own dining needs. Students may opt back into a meal plan at any time throughout the academic year. This policy may be modified by the College at any time.

Procedures

- For health/disability-related requests, students should follow the general ARC process for requesting accommodations. That information can be found [here](#).
- For religious exemptions, students should complete the [Consideration Request for Religious Practice in Residences](#), and reach out to the Center for Religious and Spiritual Life at crsl@smith.edu.
- For all other requests, students should meet with the dining services dietitian, or delegated staff member, to discuss the request. Following receipt of the request the dining services dietitian, or delegated staff member, will review and make a recommendation to the Meal Plan Exemption Committee for decision.

Deadlines

- Summer Meal Plan Exemption - May 1
- Fall Semester Meal Plan Exemption - June 1
- Spring Semester Meal Plan Exemption - November 1

Students who receive a new diagnosis and have a need for a dining accommodation should be directly in contact with [ARC](#).

Notifications and Appeals

Students will be notified of the findings of the Meal Plan Exemption Committee by an email from dining services or their designee. Students have the right to appeal the findings of the Meal Plan Exemption Committee. Appeals will be reviewed by the Director of Dining Services, Dean of Students, and Director of Non-Discrimination Initiatives & Title IX Coordinator. The Accessibility Resource Center will review appeals for disability-related exemption requests. The appeal board will review the evidence presented to the Meal Plan Exemption Committee and evaluate whether there are grounds for the appeal. The only grounds for appeal that will be accepted by the appeal board are gross error in procedure, violation of the student's rights, new evidence, or extreme bias on the part of

the Meal Plan Exemption Committee. Disagreement with the Committee's decision is not, by itself, grounds for an appeal.

Policy Violations (if applicable)

Violations of college policies are adjudicated according to procedures outlined in the Student Handbook, with disciplinary consequences imposed by the adjudicating authority up to and including dismissal. Some offenses are punishable under state and federal laws.

- Violations of the meal plan exemption policy may result in revocation of the exemption request.

Definitions

These definitions apply to terms as they are used in this policy.

Term	Definition
Meal Plan	Mandatory all-you-care-to-eat board plan consisting of 5 meal swipes a day and \$110 Dining Dollars.
Student	An individual who is currently enrolled at Smith College
Exemption	Removal of requirements for a mandatory policy such as the mandatory meal plan.
Meal Plan Exemption Committee	A joint committee made up of representatives from Dining Services, Accessibility Resource Center, and Residential Life. Health Services, Center for Religious & Spiritual Life or other representatives may be asked to join as needed.