



Speech-Language &  
Audiology Canada  
Communicating care

## TERMS OF REFERENCE

### AUDIOLOGIC REHABILITATION POSITION STATEMENT AD HOC COMMITTEE

#### **Mandate**

The primary objective of the Audiologic Rehabilitation Position Statement Ad Hoc Committee (hereafter referred to as 'Ad Hoc Committee') is to develop a position statement for use by members, associates and the association to respond to issues and build awareness regarding this topic. This statement can:

- be used to educate members and associates, other professional groups and the general public about recent research and advances in evidence around audiologic rehabilitation
- highlight the value of this service
- promote the important role of audiologists in audiologic rehab and its impact on patient or client success.

#### **Reporting Relationship**

The Ad Hoc Committee reports to the Speech-Language & Audiology Canada (SAC) Board of Directors.

#### **Nomination**

The members of the Ad Hoc Committee are SAC audiology members selected from a call for volunteers. Ad Hoc Committee members are appointed by the Executive Committee.

#### **Membership**

The Ad Hoc Committee shall be composed of a minimum of three and maximum of four SAC audiology members that reflect the diversity of the membership, including one Ad Hoc Committee member with a strong research background on this topic. The staff liaison which supports the Ad Hoc Committee is non-voting and is not included in the minimum or maximum number of Ad Hoc Committee members. For this Ad Hoc Committee, the staff liaison is the SAC Director of Audiology.

#### **Chair**

One Ad Hoc Committee member shall serve as the Ad Hoc Committee Chair. The Ad Hoc Committee Chair will be appointed by the Executive Committee.

#### **Term**

Ad Hoc Committee members and the Chair will serve for the duration of the project, expected to be four to six months with an anticipated start date of end of February 2018.

**Removal of Chair/Members**

Ad Hoc Committees serve at the pleasure of the Board of Directors. Accordingly, the Board can remove Ad Hoc Committee members at will and without explanation. A member may be removed if, in the opinion of the Board, the member is incapacitated or unable to carry out the duties of the office or otherwise for good cause. The SAC Chair may communicate the decision or may delegate such authority to the Ad Hoc Committee Chair.

**Meetings**

The Ad Hoc Committee will meet by teleconference (or other electronic means) that permit each member of the Ad Hoc Committee to communicate adequately, provided that a majority of the members of the Ad Hoc Committee consent to the meeting being held in that manner.

**Quorum**

50% + 1 shall constitute quorum.

**Decision-Making**

The position statement developed by the Ad Hoc Committee will be completed by consensus. The Speech-Language & Audiology Canada Board of Directors will be responsible for the final approval of the Audiologic Rehabilitation Position Statement.

**Agenda**

The Chair will develop and circulate all agendas in advance of the meetings with the assistance of the staff liaison.

**Minutes**

Minutes are not required.

**End Product**

The Audiologic Rehabilitation Position Statement is the end product for the Ad Hoc Committee.

*Approved by the Executive Committee: January 10, 2018*