



Student Representative Committee (SRC)

Terms of Reference

2016

The role of the SRC is to advise (IAHA) Board of directors on issues and strategies affecting Aboriginal and Torres Strait Islander allied health students in order to meet our core priorities in the current IAHA Strategic Plan.

Terms of Reference

1. Interpretation

In these Terms of Reference:

- (a) There shall be a Student Representative Body called 'IAHA Student Representative Committee'(SRC);
- (b) The SRC will be seen as an advisory body to the IAHA Board of Directors; and
- (c) The duties of the SRC shall apply to all matters associated with Indigenous Allied Health Australia core strategic objectives.

2. Objectives

The role of the SRC is to advise (IAHA) Board of directors on issues and strategies affecting Aboriginal and Torres Strait Islander allied health students.

The SRC aims to build leadership and governance capacity and actively engage students into decision making for IAHA and to:

- (a) assist allied health students in gaining leadership and governance skills and experience.
- (b) advise the IAHA Board about student issues and concerns.
- (c) advise the IAHA Board on how IAHA can assist student members in their journey to become allied health professionals.
- (d) give students a greater voice in decision making roles within the allied health sector.
- (e) provide an opportunity for students to actively participate and lead student focused initiatives

3. Membership

The SRC shall comprise of the following:

- (a) No less than 3 members and not more than 9. This will include:
 - a. One (1) Director (Student), where applicable, and up to eight (8) Aboriginal and/or Torres Strait Islander Student Members
 - b. One Chairperson and one Deputy Chairperson who will be elected by the SRC at their first meeting
- (b) no more than two (2) members from any one (1) Allied Health discipline.
- (c) no more than one (1) Aboriginal and Torres Strait Islander Associate student member.
- (d) will, as determined by the Board, to the extent possible, include members from across Australia;

SRC members will be selected by the IAHA Board of Directors from the nomination and selection process.

4. Term of Office

The term of office for elected members shall be one year.

Should an elected member vacate their office before the expiry of their term, the IAHA Board of Directors:

- can call for further nominations from student members; or
- select a suitable candidate from the nominations received that year; or
- co-opt up to a maximum of two (2) student members onto the SRC.

5. Quorum

A majority (half plus one) of members shall constitute a quorum.

6. Casting Vote

The Chair of the meeting will have a casting vote in the case of an equality of votes.

7. Meetings

The SRC shall meet at least 4 times a year with a minimum of one meeting face to face.

The Chairperson shall preside at all meetings. However, in the event of their absence, the Deputy Chairperson will preside. Should neither be available, SRC members present shall choose a present member to preside at that meeting.

The Chairperson will liaise with the IAHA Board Director (student), where applicable, who will then provide a formal report back to the IAHA Board of Directors. If there is no Director (Student), the Chairperson will liaise with the IAHA Chairperson.

8. Duties and Responsibilities

8.1 Members

The role and responsibilities of the students on the SRC will be related to the IAHA Strategic Plan objectives through:

- providing advice on the issues, challenges and successes faced by Aboriginal and Torres Strait Islander allied health students
- advise on requests from student members
- host the student online forum in the members only area or other relevant activities
- share and distribute information to students and educational institutions regularly
- actively participate in communications, marketing and promotion activities and events.
- Provide advice and assist in coordinating student focused initiatives
- Represent IAHA at forums, seminars, conferences as required

8.2 IAHA Secretariat

The IAHA secretariat will provide support for the SRC through the membership team. Support will be provided to the SRC through:

- coordination of the SRC meetings
- disseminating information to the membership
- providing training and development opportunities
- providing information and advice as needed including representational support as required
- preparing papers on behalf of the SRC for the IAHA Board

- (f) mentoring and leadership advice and support
- (g) Technical support for the member's forum.

8.3 IAHA Board of Directors

The Board will provide:

- (a) support and advice on good governance
- (b) support and leadership in strategic thinking
- (c) advice on national policy
- (d) mentoring to students
- (e) commitment to attending meetings when required
- (f) commitment to learn and listen to student members and respond in a timely manner when required.

9. Governance

The SRC will be required to adhere to the IAHA Governance practices and legislation such as:

- a) IAHA Constitution
- b) IAHA Governance Charter
- c) IAHA Code of Conduct
- d) Australian Securities & Investment Commission legislation for a company limited by guarantee
- e) Australian Charities & Not-for-profits Commission legislation
- f) IAHA Student Representative Committee Terms of Reference

Endorsed by the IAHA Board:



Signature of Chair of Board

Originally endorsed: 24 January 2014

Updated and re-endorsed: 3 December 2015