

## Student Led Environment (SLE) Steering Committee Terms of Reference

### 1. Accountability

The Student Led Environment (SLE) Steering Committee reports to the Centre for Advancing Collaborative Healthcare and Education (CACHE), a strategic partnership between the University of Toronto and Toronto Academic Health Science Network.

### 2. MEMBERSHIP

#### 2.1 Co-Chairs

- Co-Chairs will be members of the SLE Steering Committee
- Co-Chairs will have a three-year term

#### 2.2 Members

- SLE Program Lead/Representative(s), Centre for Advancing Collaborative Healthcare and Education (CACHE), University of Toronto
- SLE Program Lead/Representative(s), Holland Bloorview
- SLE Program/Lead Representative(s), UHN
- Director, CACHE, University of Toronto
- Associate Director, CACHE, University of Toronto
- Member, Interprofessional Education Lead Network
- Leadership Representatives/Sponsors from SLE Sites (e.g. UHN, HB)
- University of Toronto, Health Sciences Faculty representative(s)
- Student Representative(s)
- Patient partner(s)
- External partner representative(s)
- Other members/delegates, with consensus decision of the SLE steering co-chairs/ core membership

#### 2.3 Invitees

The committee may invite additional individual/organizational representatives as needed to assist with its discussions and deliberations.

### 3. MEETINGS

#### 3.1 Frequency

The committee shall meet quarterly at the call of the Co-Chairs and not less than three (3) times per year.

#### 3.2 Minutes/ Summary Notes

Minutes or summary notes of all Committee meetings shall be recorded and retained.

**3.3 Quorum**  
A majority of the membership

**3.4 Notice of Meeting**  
Notice of all Committee meetings shall be given to all members at least five (5) days prior to the date of the meeting. The Co-Chairs may call a meeting on less notice with the consent of the majority of members.

#### **4. RESPONSIBILITIES**

The Committee shall:

**4.1** Provide advisory oversight to support partners and local SLE sites with supporting the overall SLE **Purpose:** Unlocking the infinite potential of inter-professional students to advance health: Creating & sustaining integrated inter-professional student-led patient-centred health care environments. This includes supporting the development and implementation of interprofessional student-led health care initiatives.

**4.2** Provide advisory recommendations to development and refinement of student led environment continuum definition(s).

**4.3** Provide advisory oversight and recommendations to site / partner strategic decision making including location and appropriateness of SLE pilot sites.

**4.4** Make recommendations and provide oversight to support SLE collaborative and site-specific **scholarship**.

**4.5** Make recommendations and provide oversight to support SLE collaborative and site-specific **evaluation and quality improvement**

**4.6** Make recommendations and provide oversight to support SLE collaborative and site-specific **spread and sustainability**.

**4.7** Make recommendations and provide oversight to support SLE collaborative and site-specific **strategic planning/ strategy**.

**4.8** Provide support to promote SLE strategic objectives and **facilitate connections** including overcoming challenges/ implementation obstacles.

**4.9** To offer expertise in education, mentorship, evaluation, program development as applicable

**4.10** Ensure appropriate policies and procedures are in place for the governance of SLE activities (as appropriate)