

PORTFOLIO TERMS OF REFERENCE

1. Title of Committee:

Pelvic Floor Committee

2. Reporting to:

General AGES Board

3. Date of Establishment:

March 2019

4. Functions and Responsibilities

To encourage AGES members involved in pelvic floor medicine to remain in the society
To provide quality pelvic floor education to the membership in the form of webinars, workshops, and meetings

5. Membership:

Current members: Fariba Behnia-Willison, Jay Iyer, Supuni Kapurubandara, Rebecca Young

6. Management and Co-ordination:

Management and co-ordination of the day-to-day operations of the Sub-Committee will be undertaken by the Chair and the AGES Secretariat.

In general, all decisions shall be by consensus with voting an option as required by the Chair. If a vote is required, the requirement for a vote and the result should be reported to the Board for a final decision.

7. Chair:

Currently: Fariba Behnia-Willison

In the absence of the Chair at a committee meeting, the role of Chair can be delegated to an ordinary Member who will have responsibility to Chair the meeting.

8. Quorum:

The quorum for meetings of the Committee shall be two members.

9. Agenda items:

Notification of agenda items and documents to be provided to committee no later than 7 days prior to committee meetings.

10. Minutes and Meeting Papers:

To be generated within 2 weeks of each meeting

11. Frequency of Meetings:

Quarterly

12. Review of Terms of Reference:

Terms of Reference should be reviewed every 2 years, or sooner if deemed necessary.

13. Approval Process and Date for Next Review:

AGES Board Approval:	
Date of next Review:	
Revision History:	29 August 2023
