

# **SAA Chapter Advisor Packet**

## **2019-2020**

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## Overview

This document is intended for potential, new, and returning SAA chapter advisors and leaders to use as a reference tool for basic information about the Student Academy of Audiology (SAA), including how to become a local SAA chapter, chapter affiliation, and chapter resources for participation and activities.

Questions, comments, suggestions, and/or feedback about the information in this packet can be directed to Becky West, SAA Specialist, at [rwest@audiology.org](mailto:rwest@audiology.org).

## Welcome

I would like to personally thank you for volunteering to serve as an SAA chapter advisor. Local chapters would not be such a success without the support of their advisor. Please know the national SAA and the Academy value local chapters and their achievements, and this would not be possible your time and volunteerism!

If you have any questions, concerns, or would like to discuss ideas and/or suggestions over the course of the year, please do not hesitate to contact me at [archarak726@gmail.com](mailto:archarak726@gmail.com). I look forward to working with you over the course of the year.

Thank you again for your support of both the local and national SAA; we appreciate your help in shaping the future of audiology!

Warm regards,

Ashley Hughes, AuD

# About the Student Academy of Audiology

## Mission

The Student Academy of Audiology (SAA) is the national student division of the American Academy of Audiology (AAA) that serves as a collective voice for students and advances the rights, interests, and welfare of students pursuing careers in audiology. The SAA introduces students to lifelong involvement in activities that promote and advance the profession of audiology and provides services, information, education, representation, and advocacy for both the profession and consumers of audiology services. The SAA has over 2,000 members, consisting of students enrolled in AuD, PhD, post-baccalaureate, undergraduate, or other accredited audiology doctoral programs for a professional degree in audiology.

## Vision

To be essential in the lives of audiology students by equipping them with the knowledge to begin a patient-centered career that promotes the profession and advances research in audiology.

## History

The SAA was founded in 2009 after NAFDA (National Association of Future Doctors of Audiology) approached the AAA for support. Various professional healthcare organizations have affiliated student institutions, such as the American Medical Association-Medical Student Section (AMA-MSS), the American Psychological Association (APA), the American Dental Association (ADA), the American Nurses Association (ANA), and the American Veterinary Association (AVA). All have student sections that work together with the parent organization to achieve common goals. In October 2008, Dr. Brian Vesely, the former NAFDA President, and Dr. Patrick Feeney, the former AAA President, signed an agreement that merged NAFDA into the AAA's student organization, the Student Academy of Audiology (SAA). The ultimate goal of the merger was to maintain an independent student voice, while maximizing the opportunities that come with joining the AAA.

## Partnerships

The SAA maintains a close relationship with both the Academy and its partners. Student liaisons on the SAA Board of Directors communicate with leadership in the following organizations:

### [American Academy of Audiology](#)

**About:** The American Academy of Audiology is the world's largest professional organization of, by and for audiologists. Representing the interests of approximately 14,000 audiologists nationwide, the Academy is dedicated to providing quality hearing care services through professional development, education, research, and increased public awareness of hearing and balance disorders.

**Mission:** The American Academy of Audiology promotes quality hearing and balance care by advancing the profession of audiology through leadership, advocacy, education, public awareness, and support of research.

**Vision:** The American Academy of Audiology is to be essential in the professional lives of audiologists by advancing the science and practice of audiology, and achieving public recognition of audiologists as experts in hearing and balance.

#### [American Academy of Audiology Foundation](#)

**About:** The Foundation is recognized by the Internal Revenue Service as a 501(c)(3) nonprofit organization. The Foundation supports the American Academy of Audiology and all of the partners in the Audiology Enterprise which includes the Student Academy of Audiology (SAA), the American Board of Audiology (ABA), and the Accreditation Commission for Audiology Education (ACAE).

**Mission:** The American Academy of Audiology Foundation promotes philanthropy in support of research, education, and public awareness in audiology and hearing science.

**Vision:** Support for advancements in hearing and balance that enhance the experiences of life.

#### [American Board of Audiology](#)

**About:** Founded in 1999, the ABA works closely with expert practitioners across the globe to create universally recognized standards in professional audiology practice. The ABA encourages audiologists to exceed these prescribed standards, thereby promoting a high level of professional development and ethical practice.

**Mission:** The ABA creates, administers, and promotes rigorous credentialing programs that elevate professional practice and advance patient care.

**Vision:** ABA credentials are earned by all leading audiologists, respected by other healthcare providers, and trusted by patients.

#### [Accreditation Commission for Audiology Education](#)

**Mission:** The mission of ACAE is to serve the public by establishing, maintaining and applying standards to ensure the academic quality and continuous improvement of audiology education, reflecting the evolving practice of audiology.

**Purpose:** The purpose of ACAE accreditation is to recognize, reinforce, and promote high quality performance in AuD education programs through a rigorous verification process. This process will produce evidence that AuD programs have prepared graduates who are qualified to be doctoral-level and independent practicing audiologists. Graduates will be at the point-of-entry to the US and international health-care systems for the diagnosis and treatment of hearing and balance disorders. Specifically, the professional at this level will demonstrate readiness for limited license practitioner status in the US. Accreditation also assures communities of interest that graduates will be able to function according to the national scope of practice, as defined by the professional organization.

## SAA Board of Directors 2019-2020



President: James Riley DeBacker  
The Ohio State University  
AAA Liaison



President-Elect: Stephanie Tittle  
University of Texas at Dallas  
AAAF Liaison



Past President: Elizabeth Marler,  
AuD  
Ex-Officio  
Nominations Committee Chair



Sarah Alfieri  
Vanderbilt University  
SAA Programs Committee Chair



Stephanie Berry  
University of North Carolina at  
Chapel Hill  
Education Committee Chair



Amanda Demas  
Washington University in St. Louis  
Communications Committee Chair



Natalie Dixon  
Illinois State University  
Chapter Relations Committee Chair



Maribiliz Irizarry  
University of Puerto Rico  
Development Committee Chair



Samantha Kesteloot  
Wayne State University  
Public Outreach Committee Chair

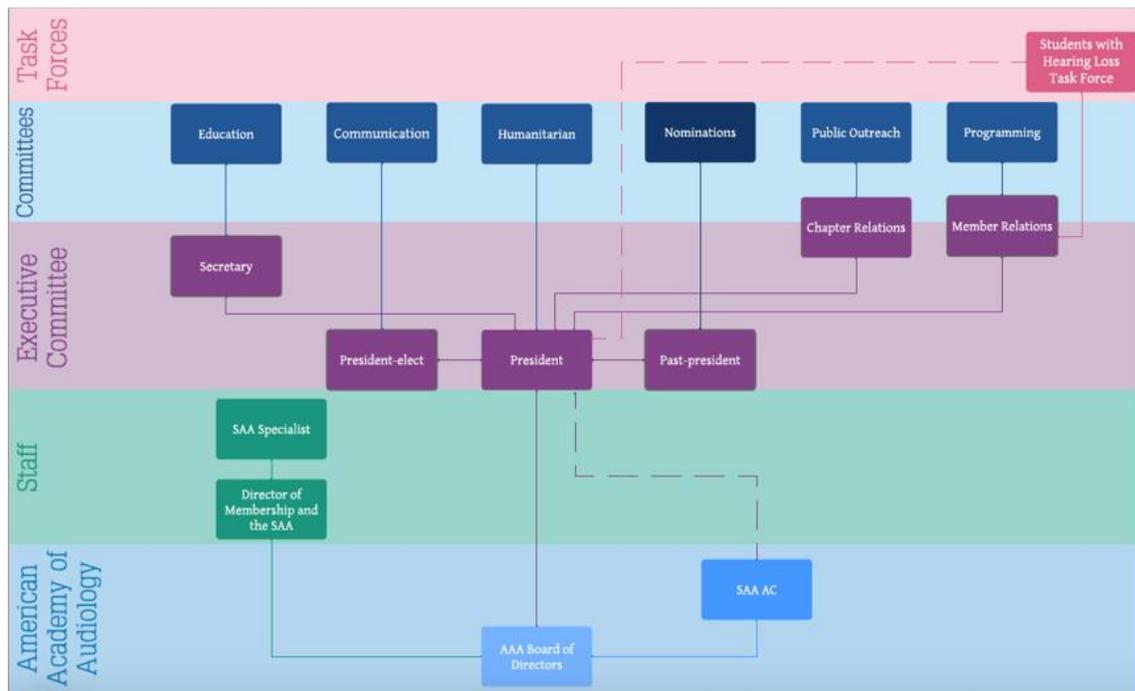


Jessica Lewis  
The Ohio State University  
Secretary  
ABA Liaison  
ACAE Liaison



Robert Melton  
Auburn University  
Member Relations Committee Chair

## SAA Organizational Structure



More information about each committee or task force can be found on the [SAA website](#).

# Getting Started

## What is a SAA Chapter Advisor?

A SAA Chapter Advisor is a professional who oversees a local SAA chapter. The individual is associated with the university in some way, shape, or form, and usually is involved in the hearing healthcare and/or education field. A SAA Chapter Advisor does not have to be a member of the American Academy of Audiology, but it is highly encouraged.

SAA Chapter Advisors also serve as a source of information about local university policies, the American Academy of Audiology, and the relationship between a local SAA Chapter and the national SAA. They are an invaluable link between audiology students and the professional world into which they will soon transition.

## Establishing a Local SAA Chapter

### What are the benefits of forming a local SAA chapter?

One of the most important benefits of forming a local SAA chapter is the opportunity local chapter settings provide for students to interact with their peers, other cohorts, and undergraduate students interested in audiology. Local chapters can also provide opportunities for a richer student life through mentorship, educational experiences outside the classroom, community involvement, and humanitarian efforts. Additionally, being a chapter affiliated with the SAA provides unique funding opportunities through activities such as the SAA Chapter Challenges, a program generously underwritten by Hearing Healthcare Recruiters.

### What are the requirements to establish a local SAA chapter?

SAA chapters may be established on a campus with an AuD, PhD, or other accredited audiology doctoral program. SAA Undergraduate Chapters may also be formed at universities where there is no accredited audiology doctoral program, and there are undergraduate students interested in the profession of audiology. The American Academy of Audiology recognizes that universities will differ in their requirements for approving a SAA chapter on campus, and local chapters must follow guidelines for student organizations at their universities. Potential chapters must apply to the national SAA by filling out a Chapter Application Form and submitting a copy of the chapter's bylaws. Please visit the [SAA website](#) for more information and to retrieve the appropriate documents.

### How do we find out what our university's requirements are for starting a new student organization?

Most universities have an Office of Student Affairs that can provide this information. Consult your university's directory, website, faculty, and/or staff for guidance.

### Can a university have a SAA chapter if they already have another audiology student organization?

Yes. Student organizations and affiliations are determined by students, their faculty advisors, and their

universities. We encourage the formation of SAA chapters at all universities that offer doctoral training in audiology.

**Are local SAA chapters required to have a faculty advisor?**

Yes. This person is considered your SAA Advisor.

**Can a university have a local SAA chapter without being affiliated with the national SAA?**

No.

**Can students join a local SAA chapter without being members of the national SAA?**

There are many benefits associated with national SAA membership, and students are encouraged to be members of both the national SAA and their local SAA chapter. Please consult the SAA website for a full listing of [national SAA member benefits and chapter resources](#).

**How does the SAA assist our University in establishing a local SAA chapter?**

The national SAA will communicate with university programs to help facilitate this process. Email [saa@audiology.org](mailto:saa@audiology.org) for assistance.

# Chapter Affiliation with the National SAA

Once you're affiliated with the national SAA, there are a few processes your chapter should be aware of.

## Chapter Charter Renewal Process

Chapters are required to renew their affiliation with the national SAA annually. In addition, the national SAA must be notified of changed contact information, as necessary.

In order to maintain affiliation with the national SAA, renewal documents must be submitted annually via email to the Academy's [SAA Specialist](#) and [Director of Membership and SAA](#).

- **In even years (2019-2020)**, renewal documentation will consist of:
    - [Chapter Contact Information Form](#) with your current chapter leadership
    - Current list of local SAA members with Academy ID numbers
    - Current chapter bylaws signed by both the chapter president and advisor
  - **In odd years (2020-2021)**, renewal documentation will consist of:
    - [Chapter Contact Information Form](#) with your current chapter leadership
    - Current list of local SAA members with Academy ID numbers
- c. The SAA Board of Directors will carefully review all documentation and chapters will be notified of their completion of the renewal process no later than February 10 annually.

## Chapter Governance

SAA chapters must have a Board of Directors consisting of a President, Vice President, Treasurer, and Secretary elected by chapter membership. Chapters may also include other board members in addition to the officer positions, and are encouraged to include a national SAA representative among their elected officers.

Information regarding chapter governance (e.g., membership composition, officers, finances, meetings, etc.) are to be detailed in the chapter's bylaws. For new SAA chapters, bylaws must be completed and submitted with the application for affiliation. Existing SAA Chapters should review their chapter's bylaws regularly and update as needed. A template for the bylaws is available on the SAA website.

Any changes to a chapter's bylaws need to be submitted to [Becky West](#), SAA Specialist, and [Rachael Sifuentes](#), Director of Membership and SAA, for approval.

The SAA logo is a registered trademark owned by the Academy. The logo and letterhead design and format may not be altered in any way. Any and all usage of the logo, for letters or other purposes, or letterhead, must have prior approval by [Rachael Sifuentes](#), Director of Membership and SAA and the Academy, to ensure appropriateness and professionalism.

**NEW THIS YEAR!** The SAA has developed personalized logos for SAA Chapter use. The logo consists of the main SAA logo with the affiliated chapter's name included. Email [saa@audiology.org](mailto:saa@audiology.org) to request your SAA chapter's logo.

## Regional Conference Calls

Your Regional Representative will work to set up three [regional conference calls](#) with your region over the course of the year. These conference calls are designed to improve inter-chapter relationships, facilitate communications, and build a support network for local chapters. **In order to maintain active status, a chapter representative should participate in at least one conference call.** The times and dates of your conference calls will vary between regions, but will occur within the following windows:

- **Fall:** September 9 – September 20, 2019
- **Winter:** January 6 – January 17, 2020
- **Spring:** March 16 – March 27, 2020

Be on the lookout for an email from your regional representative to coordinate these calls!

## Tax-Exempt Status for Chapters

It is recommended that chapters review the financial policies of the university under which they are housed. In most cases, student run organizations may qualify for tax-exempt status through their university.

Chapters interested in obtaining tax-exempt status on their own must make their own individual request to the Internal Revenue Service (IRS) for a separate review by the IRS of their particular operations.

There may also be particular state and local requirements that have to be taken into consideration by the applicant and coordinated with the IRS application when tax-exempt status is sought.

The tax-exempt 501(c)(6) status of the Academy/SAA is particular to the Academy/SAA and may not be used as any type of "umbrella" under which chapters conduct tax-exempt activities. In the event there are any questions about this issue, please contact [Becky West](#), SAA Specialist, and [Rachael Sifuentes](#), Director of Membership and SAA, for further information.

# National Contacts and Support for SAA Chapters

The national SAA is here to support your SAA Chapter and its members. In addition to the SAA Board of Directors, there are many individuals to whom you can reach out with questions, comments, or concerns including:

## [Regional Representatives](#)

Members of the SAA Board of Directors assigned to geographic regions to help inform local chapters about national events, coordinate chapter collaboration, and answer any questions SAA Chapter Representatives or members have. Each region has three conference calls per school year (see Chapter Governance section for dates) during which the Regional Representatives will review current SAA events, news, and initiatives with chapter representatives from that region.

## [Undergraduate Regional Representatives](#)

Available to answer any questions chapters or members have about undergraduate membership and involvement.

## [State Ambassadors](#)

A national SAA volunteer who serves as a leader for a state in which they are enrolled academically, in order to improve state and interstate communication between SAA chapters (if more than one exists) and the state's professional organization. The goal is to have one SAA Ambassador per state. Find out if your chapter has a state ambassador by clicking on the link above.

## [SAA Chapter Relations Committee](#)

**Chair:** [Natalie Dixon](#)

Charged with increasing chapter membership, engagement, collaboration, and communication at the undergraduate and graduate level, through outreach, recognition, and resource development. Chapter Relations would love to hear about ways to better engage with SAA Chapters or answer any questions you may have.

## [SAA Member Relations Committee](#)

**Chair:** [Robert Melton](#)

Charged with increasing student membership, engagement, collaboration, and communication between the national SAA and student members. Member Relations would love to hear about ways to better engage with SAA members or answer any questions you may have.

## [SAA Advisory Committee](#)

**National SAA Advisor and Chair:** [Ashley Hughes, AuD](#)

The SAA Advisory Committee (SAAAC) is made up of volunteer members of the American Academy of Audiology. The committee is charged to:

- Provide guidance and oversight to the SAA regarding SAA programs and initiatives;
- Advise the SAA Board of current issues and developments in the profession;
- Support development of strategies and activities to strengthen the SAA and provide greater benefit to all student members; and,
- Create, develop, and promote opportunities that enhance student-to-professional relationships.

**Academy Staff**

**Director of Membership and SAA:** [Rachael Sifuentes](#)

**SAA Specialist:** [Becky West](#)

# National SAA Media and Publications

## [SAA Website](#)

A great resource to learn more about the national SAA and stay informed on news, networking opportunities, local chapter information and resources, jobs and externships, educational opportunities, scholarships, grants, and publications.

## **Social Media**

Be sure to follow the Student Academy of Audiology's Facebook and Twitter pages for weekly posts. This is a great way to keep your local chapter informed of upcoming events, current news, fun audiology facts, legislative initiatives, and education. Be sure to "like" us on [Facebook](#), and "follow" us on [Twitter](#), @StudentAuD.

## [Regional Facebook Groups](#)

SAA members also have the opportunity to more easily communicate and collaborate with one another using our Regional Facebook Groups. Visit the SAA Facebook page and ask to join your Regional Facebook Group to keep the conversation going year-round.

## [SAAy Anything E-Newsletter](#)

This electronic newsletter provides comprehensive reporting on topics relevant to the national SAA and its chapters featuring upcoming events, a message from your current SAA President and the national SAA Advisor, local chapter updates and highlights, articles of special interest, scholarship and grant due dates, and much, much more!

### **Publication Dates:**

- September 19, 2019
- November 21, 2019
- January 16, 2020
- March 19, 2020
- May 21, 2020
- July 16, 2020

## [Chapter Monthly Updates](#)

Stay up-to-date on the latest projects and activities from the national SAA. Chapter updates are sent out on the first of each month to your chapter's SAA President, Co-President, and/or Officer.

## [Chapter Chatter](#)

Chapters are regularly featured in Chapter Chatter section of the *SAAy Anything* electronic newsletter. They are also featured on the SAA website under Chapter Chatter. To share your chapter's good news with the general membership in the next *SAAy Anything*, send a two-three paragraph article along with any photos of your events or chapter activities to [Amanda Demas](#), Communications Committee Chair.

## [SAA Blog](#)

The SAA Blog is a community where audiology students and professionals can share experiences, insights, and tips with the general public and one another. If you're looking for a place where you can learn more about life as an audiology student, gain insight from professionals, and connect with other people who are as passionate about audiology as you are, look no further than the SAA Blog. Interested in adding to the conversation? Fill out the [Guest Blogger Application](#) and [Blogger Agreement](#) to begin adding your own voice to the SAA Blog. Contact [Amanda Demas](#), Communications Committee Chair, with questions.

# SAA Chapter Activities

## Promoting Activity and Participation

The key factor to optimizing your SAA chapter's social media is to be creative and encourage all members to contribute to the creation and maintenance of the group feed. The content and frequency of posts can be tailored to best fit the needs of each chapter. Below are some ideas to boost activity and develop consistent participation on your chapter's social media platforms.

- Initiate chapter member spotlight posts to highlight accomplishments of chapter members
- Construct posts with content that is relatable and shareable for both undergraduate and graduate student membership
- Encourage members to share posts and photos and contribute ideas about the group to administrators
- Post unique, fun images that will catch members' attention
- Employ variation in post content - mix it up with images, text, videos, music, webpages, webinars, articles, or whatever else you can think of!
- Ensure that there is frequent activity in the group (posts, comments, discussion) and step in to provide more content, if needed
- Develop unique hashtags for your region to use when posting
- Pose questions to stimulate discussion (e.g., questions about audiology legislation, case studies, articles, issues in the profession, etc.)
- Incorporate "themes" into posts (e.g., monthly, seasonal)
- Share exclusive content that members wouldn't receive elsewhere
- Not every post that you make needs to be original. Consider sharing relevant posts from the Academy, SAA, AAACConf, and AAAF social media pages that may spur discussion.

If there are any questions or concerns that arise, please reach out to [Becky West](#), SAA Specialist, [Robert Melton](#), SAA Member Relations Committee Chair, and [Natalie Dixon](#), SAA Chapter Relations Committee Chair.

## SAA Chapter Challenges

Show your chapter's competitive side and your chapter's accomplishments by participating in the [2019-2020 SAA Chapter Challenge](#). Chapters collect points for activities completed across four main areas: Advocacy, Education, Humanitarian, and Fundraising. Points will be accumulated across three Chapter Challenges periods.

- Period 1: February 16 – September 20 (submission deadline September 27)
- Period 2: September 21 – December 13 (submission deadline December 20)
- Period 3: December 14 – February 28 (submission deadline March 6)

At the end of each period, submit your completed tally spreadsheet via email to [Natalie Dixon](#), SAA Chapter Relations Committee Chair, by the given deadline. Absolutely no late submissions will be accepted.

There will be SIX opportunities to win this year, with cash prizes awarded to the top SAA Chapter in each of the categories below.

- Overall Chapter Point Champion
- Most Well-Rounded Chapter Champion
- Advocacy Challenge Champion
- Education Challenge Champion
- Humanitarian Challenge Champion
- Fundraising Challenge Champion

The winning chapters will be announced during the AAA Conference in New Orleans and will be featured in the *SAAy Anything* E-Newsletter.

## **Program Ideas Bank**

The [SAA Program Ideas Bank \(PIB\)](#) is a resource and inspiration center for chapters to use when planning activities. All of the ideas within the PIB have been submitted by chapters around the country in hopes of helping you achieve your chapter's goals. All relevant information regarding planning a particular activity has been included for your convenience. Categories include: Advocacy, Education, Fundraising, Humanitarian, and Social Activities.

## **Humanitarian Initiatives**

### [Get Involved in Community Outreach](#)

The upcoming year presents us with a great opportunity to continue service project traditions and collaborate with organizations for chapters to participate in community outreach.

### [Red Bird Clinic](#)

Each Spring, the SAA coordinates a humanitarian trip to Red Bird Clinic. Located in the southeastern corner of Kentucky, Red Bird Clinic provides much needed clinical services to the surrounding rural population including medical, dentistry, and hearing healthcare.

### [SAA Humanitarian Month/World Hearing Day](#)

Organized by the World Health Organization (WHO), World Hearing Day is held annually on March 3 after being introduced at the First International Conference on Prevention and Rehabilitation of Hearing Impairment in 2007. Each year, the WHO and other international and local organizations carry out ear- and auditory perception-related activities and events to promote hearing health and care around the world. Possible service projects include planning or participating in a hearing screening, a food drive, handing our earplugs at a local event, or educating the public by giving a presentation or holding a social media campaign about hearing loss or hearing healthcare.

## [Special Olympics Healthy Hearing](#)

Special Olympics is the largest global public health organization dedicated to serving individuals with intellectual disabilities and physical disabilities, providing free health screenings and health information to Special Olympics athletes at local, regional, and world games. Volunteers at Special Olympics Healthy Hearing (SOHH) events perform hearing screenings on the Special Olympics athletes, educate the athletes about their hearing, and make medical referrals when appropriate.

## **Public Outreach Initiatives**

### [Ask Me About Audiology Campaign \(AMAA\)](#)

October is National Audiology Awareness Month (NAAM) and the "Ask Me About Audiology" Campaign (AMAA) are entering their fifth year and have easily become a Fall semester staple for many local SAA chapters. The campaign seeks to empower students to educate members of the local community about hearing healthcare, the impact of hearing loss/noise exposure, and the profession of audiology. During the AMAA Campaign, gather members of your local SAA Chapter and get out into your local communities. Some great areas to target are town centers, local parks, outdoor markets, county fairs, health fairs, sporting events, etc. Encourage members of the public to ask questions or share their own personal experiences with hearing loss, tinnitus, balance problems, and other audiology issues.

### [National Day At Your State Capitol \(NDAYSC\)](#)

Every year between January and May, state legislators convene in their corresponding state's capitol to participate in the process of lawmaking known as legislative sessions. During this time, members of the public are welcomed and encouraged to reserve space within their state's capitol to converse with their state legislators about issues they are most passionate about and/or directly affect their quality of life, whether on a personal, professional, or global level.