



EDUCATION COMMITTEE CHARTER

Purpose

The Education Committee shall manage the content for the NACA Annual Convention and develop education content for members throughout the year. When necessary, the Board shall create subcommittees within the Education Committee to develop specific educational offerings for NACA members outside of the NACA Annual Convention.

Membership

The board will appoint the committee chair and members and each will serve a term of one year. The board may fill vacancies on the committee and may remove a member from the committee at any time without cause.

The committee shall have a minimum of four members and a maximum of six members.

All members of the committee shall be NACA members in good standing.

Authority

The committee has no expressed or implied power or authority.

Responsibilities

- Develop criteria for the types of educational content to include at the NACA Annual Convention.
- Create and publish an annual Call for Presentations to collect submissions for educational content at the NACA Annual Convention.
- Review and rate submissions received.
- Select courses based on the Convention schedule to be submitted to the NACA Board of Directors for approval.

Meetings

The committee will develop an ongoing schedule of conference calls to accomplish its tasks. A majority of the committee members shall constitute a quorum. The committee



chair will keep a copy of the committee meeting minutes and forward a copy to the board secretary. The committee chair may invite any director, officer, staff member, expert, or other advisor who isn't a member of the committee to attend, but these individuals have no voting power.

The committee will review its charter annually and recommend any proposed changes to the board for review.

This charter was approved by the board on February 15, 2024. This charter was last updated on February 15, 2024.