

1. MISSION

- 1.1 It is the mission of the Education Committee to provide quality education fostering professional development.

2. AUTHORITY

- 2.1 This is a standing committee of the Board appointed under procedures adopted pursuant to the Bylaws of FMHAC.

3. COMPOSITION, SELECTION & TERM

- 3.1 The committee shall consist of at least three, but no more than seven members.
3.2 Appointed by the Board President, the Education Chair shall serve as the Chairperson of this Committee and liaison between the Education Committee and the Board of Directors.
3.3 Members of the committee are appointed by the Committee Chair and approved by the Board President.
3.4 The term of office is for one year and is aligned with FMHAC's governance year and may be appointed to successive terms.
3.5 Only dues-paying members in good standing with FMHAC are eligible to serve on this committee.

4. OBJECTIVES – Develop signature events that both raise revenue and serve the membership. Develop interactive educational offerings in both electronic and in-person formats.

- 4.1 To determine education offerings geared toward the professional level of our members.
4.2 To develop educational programs that relate to a wide range of our membership.
4.3 To develop on-line training that also generates a significant revenue stream.
4.4 To expand, in partnership with other agencies/associations in the industry to develop educational opportunities enhancing the professional growth of our membership.
4.5 To develop a series of topics that can be offered in an interactive format.

5. OPERATIONS

- 5.1 The committee will meet as often as the committee chair and the committee staff liaison deems necessary to perform the committee's objectives through in-person meetings and conference calls.
5.2 While voting on a motion that will come before the Board, the basic requirement for adoption by committee members with a quorum is a Majority Vote. A majority is more than half of the votes cast by the committee "voting members".
5.3 The committee may establish workgroups on specific areas within the committee to support the work of FMHAC relating to the Regional Trainings. The workgroup shall meet on an ad hoc basis on the needs of the committee and will report the progress of their workgroup during regularly scheduled committee meetings.
5.4 All attempts will be made for meeting notifications to be sent out to committee members by the committee staff liaison at least one week prior to the scheduled meeting time. The notifications will include the agenda and supporting materials necessary to inform members of the content and nature of the meeting.
5.5 Meeting minutes will be distributed to the committee members by the committee staff liaison no more than 14 days after the meeting.