

GRAND RIVER CHAPTER

Policy:	D.3
Draft:	July 2017
Approved:	
Revised:	

Education Committee

PURPOSE/MANDATE:

The Committee shall work towards CCI being recognized as the leading provider/facilitator of condominium education and the education of condominium directors. Current responsibilities and mandate to include:

Development of a meaningful educational series to answer needs of condo boards and industry professionals

- Utilize a database of chapter seminars (seminars/workshops/lunch ‘n learns) with topics
- Use this list available to all chapters to facilitate sharing of information on topics and presentations which have already been developed
- Survey chapter members and attendees to determine educational needs on a chapter level and how the committee can assist

Provide CCI-N information for sharing amongst chapters of our education and professional development programs

- Provide our chapter course inventory in order to catalogue the various offerings and levels
- Investigate use of webinars for outreach to areas without current course availability

Create expectations to ensure quality education providers

- Develop criteria and evaluation for educational presenters

Accountability:

Committee is responsible to the GRC Board

Membership Composition/Requirements:

Committee Chair – nominated and elected by the GRC Board

- One-year term, renewable, and shall stand until their successor is duly appointed
- To report to GRC Board
- To attend regular Committee Chair meetings
- To assist the GRC Board in recruiting additional committee members as required
- To appoint and oversee any Subcommittee Chairs as required by the committee work
- Provide regular committee reports for the GRC Board meetings and AGM
- Serves as a resource to the GRC Board and keeps the GRC Board duly informed of any strategic issues of a chapter nature

Committee shall consist of a core committee, representing the diversity of CCI, both geographically and membership type (9-13 members including 2 owners, 2 lawyers, 2 professional partners and 2 PM’s if possible)

The Chair shall automatically be auditing member of the committee and as such, shall be invited to attend and participate in regular CCI-N committee meetings.

The GRC Board shall appoint a member of the GRC Board to be a liaison on the committee who shall be a resource on clarification of the Boards strategic direction.

Meetings:

The committee shall meet 5-6 times annually, in person or teleconference

Keep minutes of committee meetings, to be posted by the chapter administrator as a resource for all Council/Executive/Chapter directors.

Staff:

Provides support to the committee through administrative services and as such shall attend all committee meetings