### Education Committee

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| **SECTION:** | Education | **ORIGINATED:** | 1985 |
| **TITLE:** | **EDUCATION COMMITTEE** | **REVISED:** | July 2023 |
| **NUMBER:** | 5.1 | **PAGES:** | 1 |

##### PURPOSE

To assist the Education Director in ensuring that the educational needs of membership are addressed.

##### POLICY

* + 1. The Education Director enlists at least three (3) IPAC EO members who are not currently on the Chapter Executive (preferably from each of the geographical regions, i.e., East, West and Central) to serve on the Education Committee.
		2. Committee members serve for the duration of the education day development and delivery.
		3. One member of the Education Committee is appointed by the Education Director to chair the committee. This role may be assumed by the Education Director.

##### FUNCTION

1. Assists the Education Director to plan and coordinate the educational component of regular chapter meetings at the beginning of every calendar year.
2. Schedules and prepares for chapter educational events to promote fundraising for the chapter, as needed.
3. Once fundraising goal has been met, surplus funds may be applied to the Lois Rae Fund, the Carol Whyman Fund and/or other projects, as required.
4. Carries out policies related to chapter educational events/conferences ( 5.3 Chapter Educational Events).

##### REFERENCES

1. IPAC EO Terms of Reference (<http://eo.ipac-canada.org/photos/custom/PDF/TOR.pdf>)
2. IPAC EO Policies:
	1. 2.12 Education Director (<https://eo.ipac-canada.org/policy-manual.php>)
	2. 5.3 Chapter Educational Events (<https://eo.ipac-canada.org/policy-manual.php>)
3. IPAC Canada Policy 10.10

(<http://ipac-canada.org/photos/custom/Members/policies/10-10.pdf>)