

## Academic Education Sub-Committee

### Terms of Reference

#### Purpose

The Institute's Education Committee establishes the Continuing Education Sub-Committee.

The Institute's Academic Education Sub-Committee is responsible for evaluating the curriculum and syllabi of university undergraduate, graduate and post-graduate courses for accreditation purposes for entry into the ICMA's Professional Education programs. This Sub-Committee is also responsible for advising the Education Committee with regards to curriculum and syllabi development for ICMA's own Higher Education strategies at the undergraduate, graduate and post-graduate levels. The Academic Education Sub-Committee will liaise closely with the Institute's Industry and Government Engagement Sub-Committee to obtain program and course development advice with regards to academic education trends.

#### Membership & Appointment

1. Up to five members who:
  - are members of the institute, and;
  - have an interest in management accounting education and its relationship with the countries that ICMA operates in, and;
  - bring special skills relevant to the strategic direction of the branches and the institute
2. In Attendance: Executive Director (or nominee)

Membership of the AESC is by invitation of the CEO and for a term of five years.

#### Meetings

The AESC will meet at least twice yearly.

The meeting dates and agenda are to be approved by both the Convenor/Chair prior to meeting.

The Convenor/Chair of the AESC will meet with the members of the ICMA EC and other committees at a minimum six monthly.

#### Reporting

The AESC provides advice to the EC on at least a six-monthly basis regarding key issues raised by the EC.

A report prepared by the AESC is to be developed for discussion and included in the EC report which will be presented at the AGM. The report will outline the activities and contribution of the AESC. These reports are presented at the AGM of ICMA for noting and/or action as appropriate.