

Continuing Education Sub-Committee

Terms of Reference

Purpose

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

The Institute's Continuing Education Sub-Committee evaluates the curriculum and syllabi of the Certificates of Proficiency programs developed by external providers for CPD purposes. The Continuing 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 continuing 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 CESC is by invitation of the CEO and for a term of five years.

Meetings

The CESC will meet at least twice a year.

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

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

Reporting

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

A report prepared by the CESC 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 CESC. These reports are presented at the AGM of ICMA for noting and/or action as appropriate.