

# EDUCATION COMMITTEE CHARTER

(Updated 6/13/11)

## **Purpose:**

The purpose of the Education Committee is to secure speakers and training materials that align with the need of the Council's membership at large. It shall provide oversight concerning matters relating to the small business acquisition programs and advocacy functions to the Council's members. Educational Committee members shall identify relevant and timely training topics, and secure the commitment of speakers. Its primary goal is to ensure that we promote professional growth and development of the acquisition workforce to continue to develop, procure and deliver world-class products and services to our warfighters, while coordinating the Council's efforts to keep members abreast of changes that affect our small business advocacy functions.

## **Responsibilities:**

- a. The Chair of the Education Committee, in collaboration with the staff designee, shall be responsible for establishing the speakers and agenda for meetings of the Council. Agenda for all meetings shall be prepared in draft form by the Council's staff designee, to be reviewed and approved by the Council Chair and Vice-Chairperson, and by the Committee members prior to the established meeting.
- b. The Committee shall monitor the small business regulations, legislations, acquisition policies, trends and programs for consistency with the DoD Council's mission and make recommendations regarding how the Council membership can be kept abreast and educated on such topics.
- c. The Committee shall ensure that the speakers and agenda are consistent with the Council's budget in planning meeting locales and venues.
- d. The Committee shall monitor the Council's assessment of the effectiveness of its educational programs, and recommend speakers and curricula according to such assessments, while considering trends in federal acquisition regulations and small business programs.