



Education Events Committee Purpose Statement

Approved November 18, 2009

Statement of Purpose

The Education Events Committee (EEC), which reports to the Education Steering Committee, oversees the development of all USGBC educational platform opportunities including events, conferences, forums and summits promoting the adoption of green design, building and operations practices. The Education Events Committee directs and advises related working groups to support USGBC's mission and educational objectives.

Education Events Committee Responsibilities:

- Advise on USGBC events including annual conference, forums and summits
- Advise on the delivery of USGBC conferences and events
- Advise on key event program decisions related to education, including:
 - identifying industry educational needs;
 - call for proposal and process for selection of USGBC educational breakout sessions;
 - conference host committee events;
 - host-event evaluations; and,
 - identifying qualified subject matter experts to serve as speakers
- Attend Greenbuild and/or summits and forums to observe and provide feedback

Membership

The EEC comprises no less than 7 and no more than 15 members, appointed by the Executive Committee for two-year term and may serve up to 2 consecutive terms. Some initial terms may be one-year terms in order to ensure member terms are staggered. Members will be drawn from a combination of individuals identified through a USGBC membership solicitation of interest and through EEC committee designated working group representatives. The committee may include up to 2 USGBC staff members (manager level or above) as non-voting members, subject to nomination by the President/CEO or his designee and approval by the Executive Committee. Candidates for appointment must demonstrate experience in education related event planning and delivery, continuing education programming, and current market issues related to the green building industry at local and global scales or, other expertise that can contribute to the committee purpose and the mission of USGBC. The committee is headed by a volunteer Co-chair recommended by the ESC (or senior staff in lieu of the initial

existence of a committee) and approved by the Executive Committee and a Co-chair staff member at a Director level or above recommended by the USGBC President/CEO, or his designee and approved by the Executive Committee. The volunteer Co-chair will be a non-voting member of the committee, as per USGBC committee policies, and serve a one year term with a maximum of two-terms.

Committee Balance

The EEC strives to include members with geographical, demographic, member category and professional diversity. The selection of EEC members will seek to balance:

- **Organizational perspectives**, including representation from multiple USGBC member categories.
- **Market segment perspectives**, including target market sector and green building industry experience, perspectives and understanding of green building and sustainable community education needs.
- **Event planning and delivery expertise** with both large productions and smaller specialized areas of focus that also includes localized, national and global perspective and collaboration.
- **Professional continuing education systems**, including knowledge and experience with a variety of professional credentials and associated continuing education systems and requirements.

Given the relatively large number of dimensions, prospective EEC members capable of effectively representing multiple perspectives are particularly valuable.

Meetings

The EEC will convene periodically by teleconference or face-to-face meetings. The EEC may have one face-to-face meeting each year.

The EEC and staff will follow *USGBC's Policies and Procedures for Committees'* guidelines on meeting minutes, attendance, and all aspects of committee operation, as appropriate.