



Education Review Committee Purpose Statement

Approved November 18, 2009

Statement of Purpose

The Education Review Committee (ERC) is a committee reporting to the Education Steering Committee. The ERC reports to the Education Steering Committee on issues concerning the content quality, delivery, best practices, marketing assessment, and marketing practices of USGBC reviewed education offerings. The ERC acts to ensure that USGBC approved courses comply with the education standards for LEED and support educational initiatives for professionals and industry to advance green building values, knowledge and practice.

Education Review Committee Responsibilities:

- Advises the Education Steering Committee
- Advises on issues concerning the quality of USGBC approved courses
- Advises on issues concerning course content, instructor qualifications, and appropriate delivery methods
- Provides market based perspective and feedback to USGBC staff.
- Supports educational initiatives for professionals and industry to advance green building values, knowledge and practice
- Promotes professional development and USGBC educational opportunities for continuing education
- Provides market based perspective and feedback to USGBC staff
- Serves as advocates for the USGBC Education

Membership

The ERC committee will be comprised of 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. 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. Members will be drawn from a combination of individuals identified through a USGBC membership solicitation of interest and through ERC designated working group representatives. Candidates for appointment must demonstrate experience in professional development, adult or higher education, continuing education, and current issues related to the green building industry 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 Education Review Committee strives to include members with geographical, demographic, member category and professional diversity. The selection of ERC members will seek to balance:

- **Organizational perspectives**, including representation from multiple USGBC member categories.
- **Market segment perspectives**, including experience with sustainable communities and diverse building types such as neighborhoods, homes, new construction, existing buildings, retail, and health care.
- **Audience perspectives**, including the key green building education stakeholders.
- **Technical knowledge**, across the multiple aspects of the various LEED rating systems and the green building technical knowledge required for the associated LEED professional credentials.
- **Continuing education systems**, including knowledge and experience with relevant professional credentials, licensing bodies and associated continuing education systems globally.
- **Quality assurance methods** for all aspects of continuing education review, auditing and overall performance testing and improvement.

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

Meetings

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

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