

EDS EDUCATION STANDING COMMITTEE CHARTER

Version 2

A. GENERAL

The EDS Education Committee is a Standing Committee of the IEEE Electron Devices Society (EDS). It is chaired by the EDS Education Chair and reports to the EDS Vice President of Membership and Services.

B. SCOPE

The EDS Education Committee oversees the educational activities that EDS offers to its members and acts on behalf of EDS between EDS meetings, however, any such actions taken by the committee are subject to ratification by EDS at its next BoG meeting.

C. FUNCTIONS

The EDS Education Committee shall:

- Define and implement EDS's strategy for educational activities, helping to manage and improve existing programs as well as to develop new ones. The education activities strategy shall be consistent with an in support of the strategic goals of the Society.
- Find ways to leverage EDS's educational activities to attract and retain members.
- Working with the EDS office, manage all aspects of the EDS webinar program, including selecting topics and speakers, providing general oversight for the program, and promoting the program to members and nonmembers alike.
- Oversee the EDS webinar Archive to ensure its effectiveness as a member recruitment and retention tool.
- Oversee all aspects of the EDS ETC Program, including defining new program offerings, EDS-ETC promotions, and program assessment.

D. COMPOSITION

The EDS Education Committee shall consist of a Chair and four to ten committee members.

E. APPOINTMENTS AND TERMS OF OFFICE

The members of this Committee are approved by the EDS Forum and shall serve a two-year term. A member shall not serve a total of more than two-terms.

F. VACANCIES

- In the event of the incapacity or absence of the Chair, the EDS President shall select a new Chair to be approved by the Forum.

- If other vacancies occur, they are filled using the methodology originally used to fill that position.

G. MEETINGS

- The Committee shall meet a minimum of two times per year, either in person or by any means of electronic communication, such as teleconference, WebEx, etc.
- Electronic mail, teleconference and other non-face-to-face means of communication may be utilized for the transaction of business (and for the conduct of meetings) as called by the Committee Chair.
- A majority of the members of the Committee shall constitute a quorum.
- To approve an action, a majority of the members of the committee must affirm the action, with quorum present.
- Voting shall be conducted in accordance with Robert's Rules of Order, unless otherwise specified in the EDS or IEEE governing documents.

H. REPORTS

The Committee Chair shall provide a verbal report to EDS during each BoG meeting series, outlining the committee's activities, issues and proposed strategies.

I. CHANGES TO CHARTER

Changes to this Charter must conform to EDS governing documents and shall be approved by the EDS Forum.