CUPE BC
EDUCATION COMMITTEE

Terms of Reference

PURPOSE OF COMMITTEE
The Education Committee will make recommendations to the CUPE BC Executive Board on building membership participation in the educational opportunities offered by CUPE and assist in their development and delivery.

STRUCTURE OF COMMITTEE
Chairperson to be appointed by the CUPE BC President.
Co-Chairperson to be elected by the committee.
Members are appointed by the Executive Board.

TERM
The term of service on the committee is 2 years or as otherwise determined by the Executive Board.

RESPONSIBILITIES
- The committee shall take direction from, and be responsible to the CUPE BC Executive Board. Between meetings of the Executive Board, tasks may be assigned to the committee by the Administrative Committee or by the President.
- The committee Chairperson shall report on a regular basis to CUPE BC Division Executive Board.
- Submit signed copies of minutes of all meetings to the Division office upon meeting adjournment.
- Make recommendations to the Executive Board on dealing with resolutions passed by Convention which relate to member education.
- Review and report on scholarships and promoting scholarships so that Locals apply.
- To make recommendations to the CUPE BC Executive Board related to advocating broader education goals and skills building for CUPE members and to promote apprenticeship programs, workplace based literacy programs and clear language.
- Assign committee members to act as social conveners at CUPE weeklong schools as required.
- Liaise with the CUPE Union Development Department to plan, administer courses and schools.
- A report of the committees' activities for the preceding year shall be submitted to the Secretary-Treasurer of CUPE BC upon request.

COMMITTEE GOALS AND OBJECTIVES
Specific goals and objectives for the Committee to work towards during the term are to be determined at the "One Big Committee Meeting" (OBCM) normally held in the fall following appointment of the committee. Goals and objectives must be consistent with the purposes of the committee, the CUPE BC Constitution, any resolution(s) passed by the CUPE BC Convention and the CUPE BC Action Plan and must be approved by the Executive Board prior to implementation.