



## **Education Committee Charter**

*September 2001*

### **Mission:**

The COPAS Education Committee mission is to initiate, develop, encourage, support, and disseminate educational programs for the energy industry.

### **Reports To:**

The committee reports to COPAS Board of Directors.

### **Key Result Areas:**

- Provide leadership in educational opportunities.
- Establish goals and objectives.
- Invite, solicit, and evaluate recommendations.
- Promote educational programs to related organizations including the Accredited Petroleum Accountant (APA) program.
- Issue technical publications pursuant to COPAS guidelines.
- Identify and keep training materials current by periodic reviews.
- Promote educational programs within COPAS, i.e. APA exams, Education Days, Speakers Bureau.
- Promote COPAS benefits to employers and industry groups and make the industry aware of what COPAS is and the value to companies/employees.
- Represent COPAS on the National Oil & Gas Schools (NOGS) Steering Committee.
- Coordinate with the APA Board of Examiners on study guides and training materials.
- Promote participation on the local society level as well as at the national level.

### **Sub-Committees**

Sub-Committees will be formed as required.

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### **Membership:**

Membership is composed of a Chairperson appointed pursuant to the COPAS Bylaws, and representatives from each society appointed by the individual society.

### **Organization and Duties:**

The Chairperson is appointed pursuant to the COPAS Bylaws. The Chairperson, upon approval by the Committee will appoint a Vice-Chairperson to assist in the duties of the Committee and serve in the capacity of the Chair if the Chair is unavailable or unable to perform duties.

### **Meetings & Notices:**

Meetings will be held in accordance with the COPAS Committee Chair Guidelines during the Spring and Fall Council meetings. Other meetings will be scheduled as needed. Each society will provide a report of activities to the Chair as requested.

### **Voting:**

Each society will have one vote on matters voted on by the committee. Majority vote of those in attendance will rule. All other voting will be in accordance with the COPAS Bylaws and Publication Process guidelines.

### **Committee Projects:**

Committee projects will be undertaken in accordance with COPAS Committee Chair guidelines.