



# Cooperative Research Centre for an Internationally Competitive Pork Industry

## Education Committee Terms of Reference

### 1. The Terms of Reference

1.1 These **terms of reference** establish the purpose and responsibilities of the **Education Committee** within the governance system of the **Pork CRC**.

### 2 Purpose

The **Education Committee** advises and assists the **Board** in discharging its responsibilities in relation to Program 4 (Education and Training) activities of the Pork CRC.

### 3 Membership

3.1 The **Committee** shall consist of up to 6 members one of whom shall be a current serving Board member or the CEO appointed by the **Board** as the **Education Committee** Chair.

3.2 At least 4 **Education Committee** members with education and training experience will be selected from a range of disciplines that reflect the education and training interests and research priorities of the CRC.

3.3 Terms of appointment of **Education Committee** members will be determined by the **Board**.

## 4 Meetings and Procedures

- 4.1 The **Education Committee** shall meet at least once per year. The Chair has the power to call a meeting whenever needed.
- 4.2 A quorum is reached if two **Education Committee** members, one of whom must be a director, are present including by telephone.
- 4.3 Each member on the **Education Committee** has one vote.
- 4.4 The **Pork CRC** will provide secretarial support as required to the **Education Committee**.
- 4.5 The **Education Committee** may invite external people to attend meetings on an *ad hoc* basis where particular specialist expertise is required for the **Education Committee** to discharge its duties.
- 4.6 The **Education Committee** will report to the **Board** after each meeting. The report shall cover:
  - 4.6.1 Minutes of the **Education Committee** meeting;
  - 4.6.2 Any formal resolutions or decisions of the **Education Committee**.
  - 4.6.3 A summary of the actions and discussions from each meeting.
  - 4.6.4 Any major issues of which the **Education Committee** believes the **Board** should be informed.
- 4.7 The **Education Committee** may make recommendations to the **Board** from time to time, but has no management authority or delegated authority.
- 4.8 The **Education Committee** may undertake any matters as directed by the **Board**

## 5 Responsibilities

### **The specific objectives of the Committee are to:**

- 5.1 provide high level strategic and expert advice on issues of postgraduate, undergraduate, vocational, school and industry education and training that may be relevant to establishing priorities, policies and planning of the CRC's Program 4.
- 5.2 offer, as required, individual comment and advice outside of Committee meetings on specific requirements, planning, monitoring, methods and directions of CRC Program 4 in each member's area of expertise for particular projects and/or to assist in identifying appropriate experts to approach for that advice.
- 5.3 review on an annual basis the Program 4 operational plan and provide advice on forward planning for educational and training activities

- 5.4 provide a forum for raising and discussing issues that may influence the direction of education and training conducted by the CRC.
- 5.5 review and comment on the CRC's plans and policies which may affect the development and outcomes of education and training endeavours of the organisation and provide expert input into setting of policy directions.
- 5.6 assist the CRC, where required, in identifying appropriate partnership arrangements and funding opportunities for its education and training endeavours.
- 5.7 offer feedback on outcomes of Program 4 projects and give advice, as required, on dissemination of those outcomes.
- 5.8 give advice on issues that arise concerning education and training.
- 5.9 assist where possible, in developing and servicing a broader role for the CRC in presenting education and training to the public.
- 5.10The **Education Committee** will review and reassess these **Terms of Reference** at least annually and recommend any proposed changes to the **Board** for approval.
- 5.11encourage the international exchange of students with a view to encouraging and building skills.

End

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