



CHARTER

Education and Community Engagement Advisory Committee

Purpose

The UNAVCO Education and Community Engagement Advisory Committee (ECE AC) reviews policies and effectiveness of the program in meeting commitments to its user community and in achieving the goals set in the UNAVCO Strategic Plan. The Committee provides recommendations and responses to specific inquiries to the Board and management. The Education and Community Engagement (ECE) Program supports the geodetic and broader geosciences community and other focused public constituencies through communication of scientific results from the geodetic community; fostering education through workshops, short courses, and online materials; providing professional development for secondary and higher educators; supporting workforce development including increasing diversity in the solid Earth sciences; and coordinating communications and showcasing results during community-driven responses to natural hazard events.

Membership

The number of members shall be no fewer than seven and no more than ten. Appointments will be consistent with UNAVCO policy:

http://www.unavco.org/community/policies_forms/UNAVCO_Committees_Governance_Participation_Policy.pdf.

A UNAVCO Board liaison shall attend all meetings of the advisory committee. UNAVCO policy also provides for liaisons representing federal agencies or other constituencies, when needed. Such liaisons are non-voting members of the advisory committee.

Selection

The Board of Directors appoints committee members, relying on nominations from the committee, management, the Board, and others as necessary. The Board Chair annually appoints the committee chair.

Term of Office

Each member serves a three-year term, typically to a maximum of two consecutive terms. Eligibility for subsequent terms is at the discretion of the Board of Directors.

Member Responsibilities

Each committee member is expected to:

- Attend scheduled, typically annual, face-to-face meetings and teleconferences as needed, and
- Actively participate in the functioning of the committee, and provide broad representation of science community perspectives and interests.

A chair shall be the committee officer. The chair:

- Presides at all committee meetings, sets the agenda, and conducts formal communications between the committee and Board,
- Manages the minutes (with UNAVCO staff help)
- Assists with annual reporting of potential conflicts of interest for committee members, and managing such conflicts when relevant issues arise, and
- Reports recommendations at a meeting of the Board of Directors.

UNAVCO staff:

- The Education and Community Engagement Program Director represents UNAVCO senior management.
- A UNAVCO staff member provides administrative support to the committee and takes minutes.
- The UNAVCO president briefs the committee on UNAVCO's strategic priorities annually.



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Committee Charge

The Education and Community Engagement Advisory Committee (ECE AC) is appointed by and reports to the UNAVCO Board of Directors, and provides recommendations or community perspective: (1) to the Board, on issues of governance, policy, oversight, resource allocation, or strategic direction and (2) to UNAVCO staff on issues pertaining to ECE.

The ECE AC reviews the policies and effectiveness of the program in meeting commitments to its user community and in achieving the goals set forth in the UNAVCO Strategic Plan. The ECE AC will meet at least once a year to review ECE operations. An annual report from the ECE AC to the Board shall provide an overview of ECE operations in the context of the UNAVCO Strategic Plan, user community needs, and past recommendations. The ECE AC interacts closely with the program director and the president.