

ASFMRA
CONSULTING EDUCATION AND ACCREDITATION COMMITTEE
Committee Purpose, Policies and Procedures

Committee Purpose

The Consulting Education/Accreditation Committee shall be responsible for development and administration of the examinations for the Accredited Agricultural Consultant (AAC) designations to those who have made proper application and have met the requirements set forth in the Bylaws and Policies. They coordinate with staff to oversee the development of all course and seminar content.

Performance Metrics:

- Ensuring the development of new post-AAC webinars and seminars
- Keeping the accreditation criteria and exams current
- Keeping the Consulting Plan requirements and process current

Composition: The committee will have five members, including at least four Accredited members. Members are selected/appointed for three-year terms by the Nominating Committee in consultation with President-Elect, based upon successful completion of the application process. The Committee Chair is selected/appointed by the Nominating Committee in consultation with President-Elect, based upon the successful completion of the application process every other year. The Committee Chair will serve one term of three years, two years as Chair, and one year after as Past Chair. The Committee Chair, with staff support, is generally responsible for coordinating the work of the committee members and leading the meetings ensuring that all members are engaged in the discussions and actively contribute to the work of the committee.

Meetings: In a typical year, there are one or two in-person meetings held in conjunction with the ASFMRA Annual Conference and Education Week. Conference calls are then scheduled as needed (typically 4-8 per year).

The committee will establish its work plan for the year at its inaugural meeting. This plan should clearly state the objectives and goals along with as many process details (what is to be done, by whom, by when) as possible. The objectives and goals must tie directly to the committee's purpose and the ASFMRA goals and objectives.

Reports to: Executive Council

Support Staff: Education Director, EVP/CEO and other staff as needed