



## **Education Sub-committee**

### **Sub-committee Composition**

Chair(s): 1-2 members of the Executive Committee, designated by the Executive Committee.

Full members: 2-6 members proposed by the Sub-committee and ratified by the Executive Committee.

Ex-officio members: ESE President  
ESE Treasurer  
UEMS representative

Co-opted members: Up to 2 additional members may be co-opted for a limited period to fulfil a specific role.

**Quorum** 3

### **Duration of Service**

Chair: 4 years.

Full members: 4 years.

Ex-officio members: Co-terminous with office.

Co-opted members: Not more than 2 years.

**Reporting** The Sub-committee reports to the ESE Executive Committee through the Education Sub-committee Chair(s).

**Meeting** 1-2 meetings per year.

**Remit**

1. To develop and maintain an education strategy for ESE.
2. To develop detailed plans for proposed activities, including budgets, programmes and venues.
3. To monitor progress on all activities and report back to the Executive Committee.
4. To prepare a final assessment for the Executive Committee after each activity.

## Additional notes

Sub-committee members should make every effort to attend all meetings. Any Sub-committee member who does not attend any meetings in a year will be asked to step down, other than in exceptional circumstances.

All Sub-committee members need to be paid up members of the Society. All papers and minutes must be treated in strictest confidence.

All Sub-committee members must act in the best interest of the Society. Any potential conflicts of interests should be declared at the start of the meeting or as they arise, and the member concerned should take no part in the discussion.

The Chair should not serve a second consecutive term of office, unless there are exceptional circumstances identified by the Executive Committee.

## Current membership

### Chair

P Trainer (2009 to 2011 or 2013)

### Full membership

W de Herder (2008 - 2012)

R Bouillon (2008 - 2012)

C Hoeybye ((2008 - 2012)

F Kelestimur (2008 - 2012)

K Kula (or A Lewinski if unavailable to attend) (2008 - 2012)

W Wiersinga (2008 - 2012)

### Co-opted members (2009-2010)

V Pirags and C Alvarez to assist the new Chair with handover.

### Ex Officio

E Nieschlag (ESE President)

AJ van der Lely (ESE Treasurer)

R Gaillard (UEMS representative)