

CHARTER OF THE PROFESSIONAL DEVELOPMENT COMMITTEE OF THE PROJECT MANAGEMENT INSTITUTE, TALLAHASSEE, FLORIDA CHAPTER

1. PURPOSE OF THE COMMITTEE:

“The purpose of the Professional Development Committee (PDC) shall be to facilitate opportunities for enhancing project management skills and expertise for members of the chapter and for interested individuals in the Tallahassee area.”

This purpose will be accomplished by methods including but not limited to providing and disbursing information related to education, certification, professional growth, ethics, language, skills, techniques, career development, quality performance, and mentoring.

2. COMPOSITION OF THE COMMITTEE:

The Professional Development Committee shall be comprised of the Vice President of Professional Development as the chairperson and three (3) or more chapter members appointed by the President or his/her designee. [This is in accordance with Article VII – Section 2 of the Bylaws which states; *“All committee members and a chairperson for each committee shall be appointed by the President, with the approval of the Board, except as provided otherwise in these Bylaws. Committee members may be appointed from the membership of the organization.”*]

Members shall be appointed to serve a period of one fiscal year, and may be reappointed during subsequent years. Members may be appointed to this committee at any time during the year as deemed appropriate by the President or his/her designee.

3. MEETINGS & PROCEDURES OF THE COMMITTEE:

The Professional Development Committee shall meet at least four (4) times annually or more frequently as circumstances require and as requested by the chairperson. Initially, the Committee shall meet on the first Tuesday of every month, beginning in December 2005. Meetings shall last no longer than one hour. Meeting times and sites will be announced to the committee members by the chairperson

4. EVALUATION OF EFFECTIVENESS OF THE COMMITTEE:

The Professional Development Committee shall establish measurable goals at the beginning of every year. At least once a year or as frequently as required, the PDC shall perform a self-examination to ascertain if the established goals are being met. The PDC shall also seek feedback from the chapter members in order to determine the value that the members are deriving from the PDC.