

## **COMMUNICATIONS COMMITTEE**

### **SCOPE AND PURPOSE**

This committee was formed to make sure communications from officers and committees are sent by email to the general membership or to the segments. The Chair edits communications from these officers at least two weeks before the items are scheduled to reach the desired group.

### **CHARGE OF COMMUNICATIONS COMMITTEE**

To make sure accurate and correct information is communicated clearly and accurately to the membership or target groups.

### **SELECTION, COMPOSITION AND SIZE OF THE COMMITTEE**

This committee consists of a chair.

### **MEETINGS**

If there are issues or challenges in reaching a target group, the chair will communicate with the Electronic Initiatives Coordinator and Membership Chair.

### **FINANCIAL RESPONSIBILITY**

The committee does not have a budget.

### **REPORTING**

The Chair reports to the Electronic Initiatives Coordinator.

### **HISTORY OF THE STATE ISSUES COMMITTEE**

The CASFAA Communications Committee was authorized in 2006.