

## Terms of Reference for the Education Committee

These Terms of Reference should be read in conjunction with the Law Society Act, Rules and any Benchers policies relating to Committees.

<b>Education Committee – Terms of Reference</b>	
<b>Type</b>	<b>Statutory</b>
<b>Mandate</b>	<ul style="list-style-type: none"><li>• The Education Committee carries out the responsibilities assigned to it under Section 35 of the Law Society Act and Rule 6 of the Law Society Rules</li><li>• The Education Committee supports Benchers in the governance of the Law Society by developing professional standards for education</li><li>• The Education Committee is:<ul style="list-style-type: none"><li>- Responsible for educational issues which arise concerning members and prospective members of the Law Society</li><li>- Deals with applications for admission and re-admission to practice, which applications generally involve an assessment of academic credentials, currency of legal knowledge, fitness to practice and good character elements</li><li>- Deals with requests throughout the year from members and prospective members relating to the requirements in the Law Society Act, 1999 and the Law Society Rules on educational and admissions issues</li></ul></li></ul>
<b>Responsibilities</b>	<ul style="list-style-type: none"><li>• To consider all matters relating to academic qualifications, character and fitness to practice of an Applicant for enrolment as a Member or admission as a student to the Society (Act, s.35(2))</li><li>• To regulate, develop, and set standards for admission to the Law Society of persons as students and members (Rule 6.03(1)(a))</li></ul>

	<ul style="list-style-type: none"> <li>• To regulate, develop, and set standards for non-practicing members, suspended members, or former members making an application for the commencement or resumption of practice (Rule 6.03(1)(b))</li> <li>• To regulate, develop, and conduct a Bar Admission Course, with the assistance of the Bar Admission Committee (Rule 6.03(1)(c))</li> <li>• To develop, set, and administer Bar Admission Examinations, with the assistance of the Bar Admission Committee (Rule 6.03(1)(d))</li> <li>• To advise Benchers regarding matters related to the educational, academic, moral, and other qualifications required of students and members (Rule 6.03(1)(e))</li> <li>• To set standards for, and to implement programs relating to, members' continuing professional development (Rule 6.03(1)(f))</li> <li>• Such other duties and responsibilities as may be delegated to it by Benchers (Rule 6.03(1)(g))</li> <li>• The Committee or a person appointed by it may summon a person and require him or her to give evidence orally or in writing, upon oath or affirmation, and produce the documents and things that the Committee considers necessary for the full investigation and hearing of a matter before it and it shall have the powers, privileges and immunities that are conferred on a commissioner appointed under the Public Inquires Act, 2006</li> <li>• To ensure compliance with the Mandatory Continuing Legal Education Requirements (Rule 6.20)</li> </ul>
<p><b>Composition and Quorum</b></p>	<ul style="list-style-type: none"> <li>• The Committee shall consist of seven members, five of whom shall be Law Society members or lay benchers that are appointed by Benchers (Rule 6.02(2))</li> <li>• The Vice-President and the Chair of the Bar Admission Committee are ex officio members of the Committee (Rule 6.02(2))</li> </ul>

	<ul style="list-style-type: none"> <li>• Any vacancies may be filled by the Committee</li> <li>• Except for the Chair, members are appointed for a term of three years and are eligible for reappointment for one further term of three years (Rule 2.16)</li> <li>• Members who have served for a total of six years are ineligible to be reappointed to that committee until a period of one year has expired (Rule 2.16)</li> <li>• A member of a committee continues to be a member until they are re-appointed or their replacement is appointed</li> <li>• Benchers may, in their discretion, extend the term of a member of a committee where they consider it necessary or desirable</li> <li>• A quorum for meetings of the Committee shall be three (Rule 6.02(4))</li> </ul>
<b>Committee Chair/Vice Chair</b>	<ul style="list-style-type: none"> <li>• The Chair of the Committee shall be appointed by Benchers and shall be a Bencher (Rule 6.02(3))</li> <li>• Chairs should be appointed/reappointed by Benchers on an annual basis</li> </ul>
<b>Procedures and Work Product</b>	<ul style="list-style-type: none"> <li>• (See 'Responsibilities', above)</li> </ul>
<b>Reporting</b>	<ul style="list-style-type: none"> <li>• To advise and recommend to Benchers the education, academics, moral and other qualifications required of Members of the Society (Rule 6.03(1)(e))</li> </ul>
<b>Staff Support</b>	<ul style="list-style-type: none"> <li>• Director of Admission and Education</li> </ul>