

Committee Name:	Interior Design Advisory Committee (IDAC)	Type:	Operational Committee
Chairperson:	Licensed Interior Designer Position selected by vote of committee	Vice-Chair:	None
Responsible to:	Executive Director	AAA Administration Support:	Appointed by Executive Director

- Composition:** The committee will have a minimum of five (5) members up to a maximum of nine (9) members:
1. Chair
 2. Past Chair of the committee
 3. Up to seven (7) other members. This may include individuals from within the membership of AAA such as:
 - Intern Interior Designer representative from AAA Council
 - LID representative from the Practice Advisory Committee
 - LID representative from the Registration Committee
 - Other registered or licensed members
 4. The advisory committee may also include an education representative from a CIDA-accredited program recognized within the province.
 5. Members are appointed by the Committee by majority vote.

An ex-officio (i.e., non-voting) administrative liaison will be appointed by the AAA Executive Director (may be the Executive Director or any person from the staff). This liaison will not be counted in the total number of committee members.

- Term of Office:**
- The term of Chair is one year, renewable subject to the restriction noted re: committee term.
 - All other committee members serve a two (2) year term. Members may be renewed to a maximum of 3 terms.
 - Intern members to serve a one (1) year term.

- Criteria and Meetings:**
- The committee's terms of reference and mandates are approved by the Committee.
 - Must meet on a regular basis and at the call of the Chair (minimum of three meetings per year). Meetings may be face-to-face, conference call or other.
 - May create ad-hoc sub committees and /or task forces from time to time.
 - Reports and information to be submitted as meeting minutes within two (2) weeks of each meeting.
 - Committee members will be expected to keep current with what is going on with provincial, national and international interior design associations and bodies to assist the AAA in staying current and relevant.

SPECIFIC AREAS OF RESPONSIBILITY

Mandate: To guide the AAA in providing leadership, advice and feedback on the interior design profession in Alberta.

Deliverables: To be a primary resource to advise and provide recommendations to Council and administration on items that affect the interior design scope and practice within the province of Alberta. These items include:

- a. Internship standards
- b. Continuing education content and standards
- c. Building code issues
- d. Issues with authorities having jurisdiction
- e. Illegal practice
- f. Regulatory issues for interior design
- g. Member communications
- h. Emerging and current trends
- i. Coordination with other committees and task forces as required
- j. Oversight of the Experienced Interior Designer pathway

Any official resolutions directly changing programs or representations must be brought forward to Council or Administration (as appropriate) for approval.

**Approved by
Committee :** June 17, 2021

**Proposed Approval /
Review Date:** Annual review in June or at the request of the IDAC