



Vocational Education & Training (VET) Committee (PSB)

Short Terms of Reference

Version: 1.0



Purpose

The purpose of this document is to define the specific Terms of Reference relative to the named board or committee. These Short Terms of Reference are intended to be used in conjunction with the ACS Common Terms of Reference which define the general operating parameters common to all representative boards and committees. A copy of the ACS Common Terms of Reference can be found at www.acs.org.au.

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1. Role

- a) Provide strategic advice on the development and implementation of ACS's VET-related initiatives, ensuring alignment with industry needs and emerging technologies
- b) Offer insights on market trends in the VET education landscape and recommend how ACS's programs can evolve to maintain relevance for the tech profession
- c) Advise on the quality and standards of VET programs, including content and delivery models, to support ACS's role in the sector
- d) Assist in fostering collaboration between ACS, VET providers, and industry stakeholders to enhance the effectiveness of tech education pathways
- e) Contribute expertise to help ACS address professional issues such as career enhancement, leadership, and industry engagement within the VET context

2. Membership

- a. A Chair appointed by the Vice President Membership and the Director, Professional Standards Board.
- b. Up to eight (8) members inclusive of the Chair, selected by the Vice President Membership and the Director, Professional Standards Board.
- c. The PSB Chair (Director) may attend any meeting and assume the role of Chair.

3. Review

This document is due for review by the Professional Standards Board at its first meeting annually.

Minor changes may be approved by the Custodian, e.g. the correction of typographical or formatting errors.



4. Version History

Name	Revision History	Date of Issue	Version
Mark Cohen, Dir of Careers	Initial Draft	10 Jan 2025	0.1
Mandy Watson, SIE, PSB	Minor editorial changes	20 Feb 2025	0.1

5. Approvals

Name		Date of Issue	Version
Jeff Smith	Vice President Membership	10 Jan 2025	0.1
Anna Shillabeer	Director PSB	10 Jan 2025	0.1
Professional Standards Board		20 Feb 2025	0.1
Management Committee		26 March 2025	1.0

6. Distribution

Name		Date of Issue	Version
	Via SharePoint	February 2025	0.1
	Governance page	March 2025	1.0
	Via SharePoint		
	Governance page		
	Via SharePoint		
www.acs.org.au	Governance page		

7. Document Control

Custodian title & e-mail address:	ACS Company Secretary (governance@acs.org.au)
Responsible Business Unit:	Governance & Risk
Content Security: <i>(Delete entries as required)</i>	PUBLIC Distribution unlimited