

Committee	Online Learning Subcommittee
Subcommittee Charge	Oversight of online educational courses.
Subcommittee Goals/Responsibilities	<ol style="list-style-type: none"> 1. Oversee and monitor effectiveness of virtual and online courses. 2. Review, evaluate, and update virtual and online courses in collaboration with In-Person Learning Subcommittee. 3. Recommend to the Education Committee new course content or online courses.
Subcommittee Composition	The Online Learning Subcommittee is comprised of five (5) members, a Chair and four (4) additional members appointed by the Chair and President Elect to complete the work of the subcommittee.
Membership Term	All committee members serve a one (1) year term and are eligible for reappointment for up to two additional terms (up to three years of service). Terms run January 1 st – December 31 st .
Expected Commitment	The Online Learning Subcommittee meets monthly by Conference call. Time commitment is 3-4 hours per month (approximate).
Selection/ Appointment	The Chair is appointed by the President-Elect with approval from the Board of Directors. Committee members are selected by the President Elect with input from the Education Committee Chair. Committee member selections are approved by the Board of Directors.
Subcommittee Requirements	<p>Subcommittee Members:</p> <ol style="list-style-type: none"> 1. Express desire to serve with an interest/background in education. 2. Must be able to carry out the work of the committee. 3. Desire to advance the mission of NAMSS. 4. Active in the medical services or managed care profession. 5. Ability to work well with others. 6. Ability to make the necessary time commitment. 7. NAMSS member in good standing. 8. Ability to attend and actively participate in conference calls. 9. The Chair may identify specific needs based on committee need (i.e. MCO, CVO, Hospital representatives or members with an interest in Industry Updates, Executive Leadership, etc.). <p>Subcommittee Chair:</p> <p>In addition to the qualifications listed above, the Chair must hold CPCS or CPMSM certification.</p>
Subcommittee Roles and Authorities	<p><u>Makes Decisions</u></p> <ol style="list-style-type: none"> 1. Updates to online course content. <p><u>Makes Recommendations (to the Education Committee)</u></p> <ol style="list-style-type: none"> 1. New online course offerings.

	<p><u>Provides Input</u></p> <p>1. Online course development and content.</p> <p><u>Monitors</u></p> <p>1. Sales of online courses. 2. Need for additional online courses.</p>
Staff Liaison(s)	<p>Lauren Lawson, Sr. Manager, Education and Learning Services llawson@namss.org/(202)-367-2479</p>

Board Approval Date	Bylaws Committee Review Date	Amended Date
12/6/2021		12/6/2021