

CHAPTER COMMITTEES

General Description

Your Chapter needs volunteers to serve on these committees or others as necessary! If you're interested, please contact a committee chairperson.

Academic Relations

Provides information, fosters positive relations, and promotes the profession of internal auditing to local colleges and universities. Arranges annual student night program.

Attendance

Manages member registration and tracks member attendance at Chapter functions, for historical and CPD credit purposes. Works closely with Meeting Arrangements committee to ensure adequate facilities.

Audit Committee

Responsible for completion of the annual audit of the chapter financial records and submission of the audit report to the Board of Governors and to the IIA.

Certified Internal Auditor (CIA) Program

Encourages internal auditors to register and prepare for the CIA exam, arranges for an exam site, and proctors the exam. Promotes continuing professional development programs to current CIAs, both members and non-members.

Directory

Prepares and distributes the annual directory, including a roster of chapter members and other information relevant to IIA activities.

Education and Programs

Provides challenging educational programs on the subjects related to internal auditing with the purpose of improving the auditing competence and effectiveness of chapter members.

Employment

Serves as a clearing house for members seeking positions and companies seeking personnel.

Hospitality

Helps new members become better acquainted with other members and with the Institute's and chapter's leadership, activities, and other organizational structure.

Long Range Planning

Appraises current and future chapter member needs and, after giving consideration to chapter resources and available support from central headquarters, recommends long-range objectives for the chapter which will maximize member benefits.

Meeting Arrangements

Manages all meeting arrangements to create an enjoyable and professional atmosphere through a careful choice of meeting locations, facilities, and menus.

Membership

Helps new members become better acquainted with existing members and with the Institute's and Chapter's leadership, activities, and organizational structure. Promotes interest of and provides information to prospective members. Provides special recognition of long-term members at Chapter meetings.

Newsletter

Assembles, publishes, and mails a newsletters and meeting notices to chapter members containing useful and informative material related to Chapter events, Chapter news, Institute news, and internal auditing advancements.

Public Relations

Prepares official announcements and other activities, requiring attention from the media. Also, has input towards marketing, advertising and general promotion of IIA activities.

Roundtable

Plans and mediates roundtable discussions for Audit Directors based on current issues in Auditing.

Web Site

Maintains the Chapter Web page, coordinating information from the various committees and Officers and ensuring timely updates to the Web page. Manages vendor relations.