



*Homeland Security Committee*

**Committee Charter**

**I. Purpose:**

1. The AFCEA International Homeland Security Committee (hereafter "the Committee") is a standing Committee of the Association, chartered by and responsible to the President and CEO of AFCEA International.
2. The purpose of the Committee is to coordinate and enhance AFCEA's outreach to the homeland security community, to cultivate a spirit of partnership among the public and private sectors that serve it, to serve as a forum to develop new ideas regarding homeland security challenges and capabilities, and to act as AFCEA International's principal homeland security resource in support of AFCEA chapters and members worldwide through the provision of various forums and other information exchange services. The Committee strives to contribute to global homeland security.
3. While AFCEA's principal purposes involve support to the Armed Forces, the Committee will support homeland security challenges and needs of the entire national security community, as well as those of our nation's allies.

**II. Tasks:**

1. The Committee provides an active focal point within AFCEA to promote an ethical dialogue among government, industry and academia on homeland security-related issues. Specifically, the Committee shall:
  - a. Strengthen AFCEA's role as an advocate for productive exchange of ideas in the homeland security community, making available to AFCEA's members worldwide the best information available on relevant issues and productive dialogue on global capabilities to address these issues.
  - b. Support AFCEA and its membership by preparing, reviewing, approving and/or making recommendations on homeland security content for events, publications, workshops, education and training, white papers, and other services of the Association.
  - c. Make resources (ideas, speakers, and papers) available to AFCEA chapters worldwide regarding homeland security challenges.
  - d. Support SIGNAL magazine by encouraging and contributing ideas for homeland security-related articles and interviews.
  - e. Promote AFCEA membership and support within the community.

- f. Oversee nomination and recommendation of recognition programs for the homeland security community.
- g. The Committee will appoint a subcommittee to elaborate this charter as necessary to support sustained Committee operation.
- h. The Committee shall identify liaisons to the AFCEA Cyber, Intelligence, Small Business and Technology Committees to coordinate activities between the Homeland Security Committee and these other noted committees.

### **III. Membership:**

- 1. Members will be drawn from the public and private sectors to include industry and academia, and shall be elected by the membership.
- 2. The President of AFCEA may also appoint directly each year up to five additional Committee members, based on the needs of AFCEA International.
- 3. There will be no more than 20 and no less than 10 members from industry. A balance should be maintained of large and small businesses representing the various disciplines in the industry (hardware engineering, software development, cybersecurity, communications, etc.).
- 4. There will be no more than five and no less than two members from academia.
- 5. Members must:
  - a. Be current members of AFCEA.
  - b. Available to participate in the activities of the Committee and have the support of their organization to do so.
  - c. Be able to contribute to at least one discipline in the homeland security community based on education and experience.
- 6. Members will be sought from industry and academia from corporate members of AFCEA based on relevance to the Committee and to achieve balance in the membership based upon company type and discipline.

### **IV. Government Liaison Representatives:**

- 1. Government liaison representatives will be sought from federal, state and local government departments and agencies active in the homeland security community.
- 2. It must be clear to the government leadership that such government representatives will serve in a liaison capacity and have no governance role in the Committee.
- 3. There is no limit on the number of government liaisons, but a balance should be sought with the private sector.
- 4. Membership in AFCEA is not required for government liaison representatives.

**V. Committee Leadership:**

1. The President of AFCEA will appoint a Chair and Vice Chair from the membership of the committee. The Chair may appoint other Committee leadership as required for subcommittees and specific functions.
2. The term for the Chair and Vice Chair will be two years and may be renewed for an additional year.
3. After the appointment of initial Chair and Vice-Chair, subsequent leadership positions will be elected by the membership of the Committee, subject to confirmation by the President of AFCEA International who may make alternate choices from among the candidates nominated by the Committee's membership.
4. The Vice-Chair will support the Chair by organizing subcommittees and organizational functions as directed. The Committee will present at least one homeland security symposium each year.

**VI. Membership Term**

1. Elected members from industry and academia will serve for a term of three years. These members may be re-elected for a second term of three years, but may not stand for further election beyond a second term unless they have not served on the Committee for a period of at least one year, at which time if nominated they will be considered new candidates.
2. Government liaisons have no term limits.

**VII. Election of Members**

1. Applications for membership on the Committee shall be solicited and received as vacancies occur.
2. Applications will be submitted using the online form found at: <https://www.afcea.org/committees/membership/?committee=Homeland+Security>.
3. Applications may be self-submitted or submitted by a serving Committee member with the approval and on behalf of an applicant.
4. A specially designated membership subcommittee shall review applications for membership and recommend candidates to the full Committee for its new member election normally held in September.
5. A valid election shall require participation of at least 75% of the serving Committee members (both public and private sectors), and a candidate must receive the votes of a majority of the serving Committee members to be elected to membership.

**VIII. Removal from the Committee:**

1. Members may be removed from the Committee by the President and CEO of AFCEA International based on repeated lack of participation or demonstrated lack of required expertise, based on the recommendation of the Chair.
2. Members who miss four consecutive meetings will be considered by the Chair for removal.

**IX. Meetings:**

1. Meetings of the Committee will normally be held at AFCEA International Headquarters, but may convene at another location at the call of the Chair.
2. Meetings will be held monthly or at an interval to be determined by the Chair.
3. A quorum for meetings shall be a majority of the members. Issues requiring a vote of the Committee shall be decided by majority vote of those present.
4. Minutes of each meeting shall be published and distributed.
5. Subcommittees shall meet as required.

**X. Attendance Requirements**

1. At the discretion of the Chairman, a member missing four consecutive meetings shall be removed from the Committee roster, with the resulting vacancy to be filled at the next regular election of members.
2. Attendance requirements do not apply to government liaison members.

**XI. Committee Support**

1. The President of AFCEA shall assign permanent staff member(s) to attend Committee meetings representing the Association and to arrange for Association support of the Committee's activities. These representatives are not members of the Committee.
2. When appropriate, the Committee Chairman may appoint ad hoc participants to support specific, short-term activities of the Committee. These ad hoc participants shall not be considered Committee members and need not satisfy the regular membership criteria.