



## **AFCEA INTERNATIONAL MEMBERSHIP COMMITTEE**

### **CHARTER**

#### **Purpose and Value Proposition**

The AFCEA Membership Committee is a standing Committee of AFCEA International, chartered by and responsible to the President and CEO of AFCEA. The purpose of the Committee is to promote the growth of AFCEA membership by enhancing the value proposition for AFCEA membership across both individual and corporate domains.

The AFCEA Membership Committee is comprised of volunteers from government, academia, and industry. The Committee work is usually accomplished between September of one year and June of the following year. The Committee meets regularly, typically every two to three months as scheduled by the Committee Co-Chairs. Committee initiatives are explored in ad hoc sub-committee format and reported to the full Committee at each meeting.

The Committee recommends to AFCEA International policies and programs in order to maintain the relevance of AFCEA to its membership and further the growth of the Association. The Committee seeks to identify initiatives that have an appeal and application for an international audience by bringing together various value propositions from around the organization and creating a cohesive message to take forward.

The Committee Co-Chairs formally report – through the President and CEO – to the AFCEA International Board of Directors on the Committee’s activities at regular Board of Directors’ meetings and optionally at any other time that the President and CEO or Board so desires.

The principal staff point-of-contact is the Director of Member and Chapter Services. Other AFCEA staff members may participate in the Committee activities as deemed applicable.

Typical areas of concern to be addressed by the Committee include:

1. Individual member recruitment and retention
2. Corporate member recruitment and retention
3. Dues structure and benefits
4. Additions, deletions and changes to individual member benefits
5. Establishment of new chapters outside the U.S.

## **Objectives and Deliverables**

- To increase overall membership/member retention (especially in areas of special interest, such as government, women, Young AFCEANs), and to ensure member satisfaction. Success of these initiatives is measured against AFCEA's corporate membership statistics.
- The Committee will provide an annual status of membership report to the President and CEO of AFCEA, highlighting the overall membership statistics and the results of the initiatives undertaken by the Committee within the areas of interest over the previous year.

## **Conditions of Membership (Expectations of Members)**

- Committee Leadership: There will be Co-Chairs of the committee.
- Co-Chair term limits: Co-Chairs serve for a two-year term with no more than one renewable one-year option. Co-Chair terms have alternating periods.
- Member term limits: Members serve for an initial period of two years and may serve additional years if approved by the Co-Chairs.
- Size of committee and make-up: In addition to the Co-Chairs and any staff members participating, there will be a minimum of 12 and a maximum of 20 members of the Committee. The target makeup of the membership shall include one government civilian representative, one academia representative, one Young AFCEAN representative, one small business representative, two diversity representatives, preferably one woman and one minority representative, and two military advisors, preferably one officer and one enlisted.
- Meeting attendance: Members are expected to attend all meetings called by the Committee Co-Chairs, either in person or via teleconference, with an allowance for missing one per 12 month period. It is acceptable to send an alternate to meetings to provide status on subcommittee activities, participate in discussion, and propose new business. Members who are unable to meet the attendance requirements may be removed from the Committee at the discretion of the Co-Chairs.
- Member participation: Members must actively participate on at least one subcommittee.
- Government membership conditions: Government members will comply with all applicable government participation policies and regulations.
- Membership criteria appointment process: Member candidates must be an active AFCEA member, and approved to be on the committee by the Co-Chairs, bearing in mind the number of open slots available.
- Election/voting procedures and quorum requirements: Two-thirds constitutes a quorum for the committee, with a majority vote of those present required to pass any motion.