



## **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 International. 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 October of one year and September of the following year. The Committee meets regularly, typically every other month or 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 Vice President of Membership – 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, Regions and Chapters. Additional Staff support will be provided by the Director of Individual Membership and the Director of Corporate Membership. Other AFCEA staff members may participate in the Committee activities as deemed applicable.

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.

#### **Objectives**

- To strategize and develop value propositions that increase
  - Individual member recruitment and retention
  - Corporate member recruitment and retention
  - Member satisfaction through relevant and timely benefits
  - Establishment of new chapters
- Success of these initiatives is measured against AFCEA’s membership statistics
- Semi-annually, the Committee Co-Chairs will provide an overview of the initiatives the committee are exploring and any relevant activities that are a direct result of sub-committee initiatives undertaken within the areas of interest over the previous six months/year.



## **Sub-Committees**

- Sub-committees will be created on an as-needed basis to address issues/concerns that are of importance to AFCEA International. Sub-committees are reviewed for relevance and re-established as necessary in September of each year.
- Sub-committees will be assigned Co-Chairs from amongst the elected committee for continuity and will oversee the direction of each assigned committee initiative. Each established sub-committee shall meet at least monthly to take actions to further the issues related to their focus area.
- Committee Members must actively participate on at least one subcommittee and respond to all data calls as directed by the Co-Chairs.

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

- Committee Leadership: There will be two 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.
- Committee Membership
  - Membership criteria appointment process: Each year, AFCEA International will solicit nominations for approximately one third of the committee size for new appointments. Member candidates must maintain active AFCEA membership during the term.
  - Membership committee appointment: Annually, the Committee Co-Chairs will be presented with the pool of all new applicants for consideration before the end of September. The Co-Chairs will review all candidates with International leadership and discuss the candidate pool. The Co-Chairs will consolidate the final list of approved new members to fill available open slots with emphasis on the established target makeup of the committee.
  - Size of committee and make-up: In addition to the active Co-Chairs and any International staff members, there will be a minimum of 10 and a maximum of 20 elected members of the Committee.
  - Where possible, the target makeup of the membership committee should include at least:
    - One government civilian representative
    - One academia representative
    - One Young AFCEAN Council representative
    - One Women in AFCEA representative
    - One small business committee representative
    - One non-US based Chapter representative
    - One Corporate Membership representative (C-Level preferred)
    - One RVP representative
    - Two diversity representatives
    - Two military advisors (one officer and one enlisted preferred)
  - Member term limits: Members serve for a period of two years and may serve additional years if approved by the Co-Chairs. No more than one half (1/2) of the committee will transition each year.
- Meeting attendance: Members are expected to attend all committee and sub-committee meetings. The number of meetings attended will be reviewed semi-annually by the Co-Chairs, and low attendance may result in being removed from the Committee at their discretion.
- Government membership conditions: Government members will comply with all applicable government participation policies and regulations.