TECHNOLOGY COMMITTEE CHARTER

Purpose
The Technology Committee (Committee) is a standing committee whose purpose is to assist International Council (IC) in:

- Oversight of (a) Gamma Phi Beta Sorority’s (the Sorority) technology opportunities and technology investments and (b) operational technology risk.
- Selection and use of technology that supports business objectives and strategies.
- Oversight of data security and data privacy and related policies and procedures.

Objectives and Responsibilities

Policies

- Stay informed of, assess and advise the Sorority’s technology team with respect to existing trends in information technology and new technologies, applications and systems that relate to or effect the Sorority’s technology strategy or programs.
- Review technology and external trends that may affect the Sorority with staff, including monitoring of overall industry trends and significant technology opportunities and metrics.
- Provide expert guidance to help support informed review of the Sorority’s technology budget and expenditures. Develop a technology strategy for the Sorority using current information, external technological developments that may affect the Sorority, security threats and industry trends. Review and/or create the Sorority’s technology policies including (a) obligations with respect to privacy, criminal liability, data and record retention, regulatory-mandated recordkeeping, intellectual property, records for public inspection and data protection; (b) sharing and interacting with Gamma Phi Beta chapters (Beta Base), the Gamma Phi Beta Foundation and the Gamma Phi Beta Facilities Management Company; and (c) review the major operations and technology risk exposures of the Sorority, including information security, cybersecurity and fraud risks, and the steps that staff has taken to monitor and control such exposures.
- Review and/or create the Sorority’s technology risk management and risk assessment guidelines and policies.
- Support annual audits of external partners by reviewing Soc 1 Reports to determine whether external partner’s controls are meeting control objectives; generally, assist with vendor selection and maintenance of business relationships with external partners.
- Make recommendations to IC regarding significant technology investments in support of the proposed technology strategy.

Educate the Board

- Conduct educational briefings for IC that explain IC’s responsibilities with respect to technology, cybersecurity and privacy; educate IC on potential areas of risk related to technology and how to mitigate that risk; serve as ongoing advisors to IC on these topics.
• Provide IC with assessments of any issues that arise with respect to cybersecurity that could impact business continuity.
• Review and make recommendations to IC regarding significant technology investments in support of the proposed technology strategy.
• Perform such other duties and responsibilities as may be assigned to the Committee.

Committee Composition
The Committee shall consist of:

• A chairwoman who is appointed by IC
• One member of IC who is appointed by IC
• Director of technology
• Chief legal officer
• Three to five volunteers who are appointed by IC

Members are appointed for a two-year term and may serve no more than three consecutive terms. Members should possess technology experience and expertise including cybersecurity and business continuity.

A vice chair may be selected by the Committee from among the Committee members. The vice chair may assist the chairwoman with project management, preside over meetings in the absence of the chairwoman and assume other duties as needed.

All volunteer appointments to the Committee shall be made in accordance with the Sorority’s process for volunteer leader appointments. All volunteers of the Committee shall be appointed by IC considering the recommendations of the Committee chairwoman and/or Governance and Personnel Committee (GPC).

IC and committee chairs will work in partnership to address any Committee member’s failure to meet expectations, with IC having the authority to remove a Committee member.

Operations
• The Committee will meet as often as it deems necessary to carry out its objectives and responsibilities, but in any event not less than four times per year. The Committee must have a majority of its members present to conduct a meeting.
• The chairwoman shall preside over the meetings of the Committee.
• Meetings shall occur via conference or video call. When deemed appropriate by IC, the Committee may meet in person.
• The Committee will report to IC on the activities of the Committee as often as it deems necessary to carry out its objectives and responsibilities, but in any event not less than four times per year.
• The Committee may form and delegate to one or more working groups all or any portion of the Committee’s responsibilities, provided that no working group shall consist of fewer than two members.
• The Committee shall review and assess its performance annually. The GPC will determine the form and nature of the annual self-evaluation. The GPC will review the results of the annual self-evaluation and share them with the chairwoman.
The Committee shall review and assess annually whether this charter appropriately addresses the matters that are or should be within its scope and, if appropriate, recommend changes to the charter to IC for approval.

Date of Adoption
This charter was adopted by IC effective August 23, 2020.