

ST. JAMES LUTHERAN CHURCH
GETTYSBURG, PENNSYLVANIA

Number 1.30.34
Subject Information Technology Comm.
Effective Date 2/24/04
Committee Information Technology

Organization/Standing Committees/Information Technology Committee

I. Mission Statement

The mission of the Information Technology Committee is to assist St. James ministries through the use of technology.

II. Committee Composition

A. The committee shall be composed of the following members:

1. At least one Church Council representative.
2. At least one Office Staff member. (Usually the Office Manager)
3. Anyone else willing to participate on the committee.

B. The committee will select a chairperson.

III. Committee Responsibilities

A. The committee shall have the following responsibilities:

1. All issues related to data/computers, voice/telephone.
2. Assists in the use of other electronic devices/communications the staff may need.
3. Installs, maintains and reviews computer technology opportunities for the church.
4. Recommends hardware/software as well as networking options.

B. The committee is accountable to the Church Council for the oversight of these responsibilities.