

Charter  
Defense Acquisition University Board of Visitors

1. Committee's Official Designation: The committee shall be known as the Defense Acquisition University Board of Visitors ("the Board").
2. Authority: The Secretary of Defense, in accordance with the Federal Advisory Committee Act (FACA) of 1972 (5 U.S.C., Appendix, as amended) and 41 C.F.R. § 102-3.50(d), established this discretionary Board.
3. Objectives and Scope of Activities: The Board shall provide advice and recommendations on the overall management and governance of the Defense Acquisition University, as set out in paragraph 4 below.
4. Description of Duties: The Board shall provide the Secretary of Defense or the Deputy Secretary of Defense, through the Under Secretary of Defense for Acquisition, Technology, and Logistics (USD(AT&L)) and the President of the Defense Acquisition University, independent advice and recommendations on the organizational management, curricula, methods of instruction, facilities, and other matters of interest relating to the Defense Acquisition University.
5. Agency or Official to Whom the Committee Reports: The Board shall report to the Secretary of Defense or the Deputy Secretary of Defense, through the USD(AT&L) and the President of the Defense Acquisition University. Both the USD(AT&L) and the President of the Defense Acquisition University may act upon the Board's advice and recommendations.
6. Support: The Department of Defense (DoD), through the offices of the USD(AT&L) and the President of the Defense Acquisition University, shall provide support for the Board's functions and shall ensure compliance with the requirements of the FACA, the Government in the Sunshine Act of 1976 (5 U.S.C. § 552b, as amended) ("the Sunshine Act"), governing Federal statutes and regulations, and established DoD policies and procedures.
7. Estimated Annual Operating Costs and Staff Years: It is estimated that the annual operating cost, to include travel, meetings, and contract support, is approximately \$56,000.00. The estimated annual personnel cost to the DoD is 0.25 full-time equivalents.
8. Designated Federal Officer: The Designated Federal Officer (DFO), pursuant to DoD policy, shall be a full-time or permanent part-time DoD employee designated in accordance with DoD policies and procedures.

The Board's DFO is required to be in attendance at all Board and any subcommittee meetings for the entire duration of each and every meeting; however, in the absence of the DFO, a properly approved Alternate DFO, designated in accordance with DoD policies and procedures, shall attend the entire duration of the Board or subcommittee meetings.

The DFO, or the Alternate DFO, shall call all meetings of the Board and its subcommittees; prepare and approve all meeting agendas; and adjourn any meeting when the DFO, or the Alternate DFO, determines adjournment to be in the public interest or required by governing regulations or DoD policies and procedures.

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9. Estimated Number and Frequency of Meetings: The Board shall meet at the call of the Board's DFO, in consultation with the Board's Chair. The estimated number of Board meetings is three per year.
10. Duration: The need for this advisory function is on a continuing basis; however, the charter is subject to renewal every two years.
11. Termination: The Board shall terminate upon completion of its mission or two years from the date this charter is filed, whichever is sooner, unless the Secretary of Defense or designee renews the charter.
12. Membership and Designation: The Board shall be composed of not more than 14 members, who are former senior Defense officials familiar with the acquisition process or are eminent authorities in academia, business, or the defense industry. Membership appointments are authorized by the Secretary of Defense or the Deputy Secretary of Defense and administratively certified by the USD(AT&L) for a term of service of one-to-four years, with annual renewals, in accordance with DoD policies and procedures. Board members, who are not full-time or permanent part-time Federal officers or employees, shall be appointed as experts or consultants pursuant to 5 U.S.C. § 3109 to serve as special government employee (SGE) members. Board members who are full-time or permanent part-time Federal officers or employees shall be appointed pursuant to 41 C.F.R. § 102-3.130(a) to serve as regular government employee (RGE) members. No member, unless authorized by the Secretary of Defense or the Deputy Secretary of Defense, may serve more than two consecutive terms of service on the Board, including its subcommittees, or serve on more than two DoD federal advisory committees at one time.

Consistent with Deputy Secretary of Defense policy, the USD(AT&L) shall appoint the Board's Chair from among the membership previously appointed according to DoD policies and procedures and, in doing so, shall determine the term of service for the Board's Chair, which shall not exceed the member's approved term of service.

Each Board member is appointed to provide advice to the government on the basis of his or her best judgment without representing any particular point of view and in a manner that is free from conflict of interest.

With the exception of reimbursement of travel and per diem for official Board-related travel, Board members shall serve without compensation.

13. Subcommittees: The DoD, when necessary and consistent with the Board's mission and DoD policies and procedures, may establish subcommittees, task forces, or working groups. Establishment of subcommittees will be based upon a written determination, to include terms of reference, by the Secretary of Defense, the Deputy Secretary of Defense, or the USD(AT&L), as the Board's sponsor.

Such subcommittees shall not work independently of Board and shall report all their

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recommendations and advice to the Board for full deliberation and discussion. Subcommittees have no authority to make decisions, verbally or in writing, on behalf of the Board. Subcommittee members cannot update or report directly to the DoD or to any Federal officer or employee. If a majority of Board members are appointed to a particular subcommittee, then that subcommittee may be required to operate pursuant to the same notice and openness requirements of the FACA which govern the Board's operations.

Pursuant to Secretary of Defense policy, the USD(AT&L) is authorized to administratively certify the appointment of subcommittee members if the Secretary of Defense or the Deputy Secretary of Defense has previously authorized the individual's appointment to the Board or another DoD advisory committee. If this prior authorization has not occurred, then the individual's subcommittee appointment must first be authorized by the Secretary of Defense or the Deputy Secretary of Defense and subsequently administratively certified by the USD(AT&L).

Subcommittee members may be appointed to a subcommittee for a term of service, subject to annual renewals, according to DoD policies and procedures. Subcommittee members, if not full-time or permanent part-time Federal officers or employees, shall be appointed as experts or consultants pursuant to 5 U.S.C. § 3109 to serve as SGE members. Subcommittee members who are full-time or permanent part-time Federal officers or employees shall be appointed pursuant to 41 C.F.R. § 102-3.130(a) to serve as RGE members. No subcommittee member, unless authorized by the Secretary of Defense, may serve more than two consecutive terms of service on a subcommittee. With the exception of reimbursement of travel and per diem for official Board-related travel, subcommittee members shall serve without compensation.

Consistent with Deputy Secretary of Defense policy, the USD(AT&L) shall appoint the subcommittee chairs from among the membership previously appointed according to DoD policies and procedures and, in doing so, shall determine the term of service for the Board's Chair, which shall not exceed the member's approved term of service.

Each subcommittee member is appointed to provide advice to the government on the basis of his or her best judgment without representing any particular point of view and in a manner that is free from conflict of interest. All subcommittees operate under the provisions of the FACA, the Sunshine Act, governing Federal statutes and regulations, and established DoD policies and procedures.

14. Recordkeeping: The records of the Board and its subcommittees will be managed in accordance with General Record Schedule 6.2, Federal Advisory Committee Records, or other approved agency records disposition schedule, and the appropriate DoD policies and procedures. These records will be available for public inspection and copying, subject to the Freedom of Information Act of 1966 (5 U.S.C. § 552, as amended).

15. Filing Date: July 11, 2016