

Charter
Board of Visitors, National Defense University

1. Committee's Official Designation: The committee will be known as the Board of Visitors, National Defense University ("the Board").
2. Authority: The Secretary of Defense, in accordance with the Federal Advisory Committee Act (FACA) (5 U.S.C., Appendix) and 41 C.F.R. § 102-3.50(d), established the Board as a discretionary advisory committee.
3. Objectives and Scope of Activities: The Board provides independent advice and recommendations on the overall management and governance of the National Defense University (NDU) in achieving its mission to develop joint warfighters and other national security leaders through rigorous academics, research, and engagement to serve the common defense.
4. Description of Duties: The Board provides independent advice and recommendations on accreditation compliance, organizational management, strategic planning, resource management, and other matters of interest to the NDU in fulfilling its mission. Additionally, the Board provides an assessment of University leadership, fulfilling essential Middle States Accreditation compliance.
5. Agency or Official to Whom the Committee Reports: The Board reports to the Secretary of Defense or the Deputy Secretary of Defense, through the Chairman of the Joint Chiefs of Staff and the President of the National Defense University. The Chairman of the Joint Chiefs of Staff in accordance with to Department of Defense (DoD) policy, may act upon the Board's advice and recommendations.
6. Support: The DoD, through the Office of the Chairman of the Joint Chiefs of Staff, the President of the National Defense University, and the University Office of Academic Affairs, shall provide support for the Board's performance and shall ensure compliance with the requirements of the FACA, the Government in the Sunshine Act ("the Sunshine Act") (5 U.S.C. § 552b), governing Federal statutes and regulations, and DoD policies and procedures.
7. Estimated Annual Operating Costs and Staff Years: The estimated annual operating cost, to include travel, meetings, and contract support, is approximately \$95,000. The estimated annual personnel cost to the DoD is 0.6 full-time equivalents.
8. Designated Federal Officer (DFO): The Board's Designated Federal Officer (DFO), pursuant to DoD policy, shall be a full-time or permanent part-time DoD officer or employee, designated in accordance with established DoD policies and procedures.

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

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The DFO, or the Alternate DFO, will call all Board and subcommittees, meetings; 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.

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 and the President of the National Defense University. The estimated number of Board meetings is two per year.
10. Duration: The need for this Board is on a continuing basis; however, it 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 renews its charter.
12. Membership and Designation: The Board shall be composed of no more than 12 members, appointed in accordance with DoD policies and procedures. The members shall be eminent authorities in the fields of defense, management, leadership, academia, national military strategy or joint planning at all levels of war, joint doctrine, joint command and control, or joint requirements and development.

The appointment of Board members will be authorized by the Secretary of Defense or the Deputy Secretary of Defense and administratively certified by the Chairman of the Joint Chiefs of Staff, for a term of service of one-to-four years, subject to annual renewals, in accordance with DoD policies and procedures. Members of the Board who are not full-time or permanent part-time Federal officers or employees will 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 will be appointed pursuant to 41 C.F.R. § 101-3.130(a) to serve as regular government employee (RGE) members. No member, unless authorized by the Secretary of Defense or Deputy Secretary of Defense, may serve more than two consecutive terms of service on the Board, to include its subcommittees, or serve on more than two DoD federal advisory committees at one time.

The Chairman of the Joint Chiefs of Staff is delegated authority to appoint the Board's leadership from among the membership previously appointed in accordance with DoD policies and procedures for a term of service not to 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.

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Except for reimbursement of official Board-related travel and per diem, Board members serve without compensation.

13. Subcommittees: The DoD, as necessary and consistent with the Board's mission and DoD policies and procedures, may establish subcommittees, task forces, or working groups to support the Board. 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 Chairman of the Joint Chiefs of Staff, as the Board's Sponsor.

Such subcommittees shall not work independently of the Board and shall report all their recommendations and advice solely to the Board for full deliberation and discussion. Subcommittees, task forces, or working groups have no authority to make decisions and recommendations, verbally or in writing, on behalf of the Board. No subcommittee or any of its members can provide updates or report, verbally or in writing, directly to the DoD or any Federal officers or employees. 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 FACA which govern the Board's operations.

Pursuant to Secretary of Defense policy, the Chairman of the Joint Chiefs of Staff is delegated authority 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 Chairman of the Joint Chiefs of Staff.

Subcommittee members will be appointed for a term of service of one-to-four years, subject to annual renewals. Subcommittee members, if not full-time or permanent part-time Federal officers or employees, will 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 will be appointed pursuant to 41 C.F.R. § 101-3.130(a) to serve as RGE members. No subcommittee member, unless authorized by the Secretary of Defense or Deputy Secretary of Defense, may serve more than two consecutive terms of service on a subcommittee.

The Chairman of the Joint Chiefs of Staff is delegated authority to appoint subcommittee leadership from among the subcommittee membership previously approved in accordance with DoD policy and procedures for a term of service not to exceed the member's approved subcommittee term of service.

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

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With the exception of reimbursement for travel and per diem as it pertains to official travel related to the Board or its subcommittees, Board subcommittee members shall serve without compensation.

All subcommittees operate under the provisions of FACA, the Sunshine Act, governing Federal statutes and regulations, and DoD policies and procedures.

14. Recordkeeping: The records of the Board and its subcommittees shall 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 shall 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: August 30, 2018