

Charter  
Air University Board of Visitors

1. Committee's Official Designation: The committee shall be known as the Air University Board of Visitors (AU BoV).
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 this discretionary advisory committee.
3. Objectives and Scope of Activities: The AU BoV shall provide independent advice and recommendations on educational, doctrinal, and research policies and activities of the Air University (AU), as set out in paragraph four below.
4. Description of Duties: The AU BoV shall review and evaluate a) the progress of the educational programs and the support activities of the AU; b) the published statement of purpose, institutional policies, and financial resources of the AU; and (c) the educational effectiveness quality of student learning, administrative and educational support services, and teaching, research, and public service of the AU. All AU BoV work, including subcommittee work, will be in response to written terms of reference (ToR) approved by the Secretary of Defense or the Deputy Secretary of Defense ("the DoD Appointing Authority") or the Secretary of the Air Force unless otherwise provided for by statute or Presidential directive.
5. Agency or Official to Whom the Committee Reports: The AU BoV reports to the DoD Appointing Authority, through the Secretary of the Air Force, who may act upon the AU BoV's advice and recommendations in accordance with DoD policy and procedures.
6. Support: The DoD, through the Department of the Air Force, provides support for the AU BoV's functions and ensures 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 policy and procedures.
7. Estimated Annual Operating Costs and Staff Years: The estimated annual operating cost for the AU BoV, to include travel, meetings, and contract support, is approximately \$143,600.00. The annual DoD personnel cost is 1.5 full-time equivalents.
8. Designated Federal Officer: The AU BoV's Designated Federal Officer (DFO) shall be a full-time or permanent part-time DoD Federal civilian officer or employee, or active duty member of the Armed Forces, designated in accordance with DoD policy and procedures.

The AU BoV DFO is required to attend all AU BoV and subcommittee meetings for the entirety of each meeting. However, in the absence of the AU BoV's DFO, a properly approved Alternate DFO, duly designated to the AU BoV in accordance with DoD policy and procedures, shall attend the entirety of all AU BoV and subcommittee meetings.

The DFO, or the Alternate DFO, calls all AU BoV and subcommittee meetings; prepares and approves all meeting agendas; and adjourns any meeting when the DFO, or the Alternate DFO, determines adjournment to be in the public's interest or required by governing regulations or DoD policy and procedures.

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9. Estimated Number and Frequency of Meetings: The AU BoV shall meet at the call of the AU BoV's DFO, in consultation with the AU BoV's Chair and the Secretary of the Air Force. The estimated number of AU BoV meetings is two per year.
10. Duration: The need for the AU BoV is on a continuing basis; however, it is subject to renewal every two years.
11. Termination: The AU BoV shall terminate upon completion of its mission or two years from the date this charter is filed, whichever is sooner, unless the DoD renews the AU BoV in accordance with DoD policy and procedures.
12. Membership and Designation: The AU BoV shall be composed of no more than 15 members who are private and public sector leaders in one or more of the following disciplines: air, space, cyberspace, defense, management, leadership, or academia. These members will come from varied backgrounds including prior government or military service, multinational corporations, academia, or other non-government organizations.

The appointment of individual AU BoV members shall be approved by the DoD Appointing Authority for a term of service of one-to-four years, with annual renewals, in accordance with DoD policy and procedures. AU BoV members who are not full-time or permanent part-time Federal civilian officers or employees, or active duty members of the Uniformed Services, shall be appointed as experts or consultants pursuant to 5 U.S.C. § 3109 to serve as special government employee (SGE) members. AU BoV members who are full-time or permanent part-time Federal civilian officers or employees, or active duty members of the Uniformed Services, shall be appointed pursuant to 41 C.F.R. § 102-3.130(a) to serve as a regular government employee (RGE) members. No member, unless approved by the DoD Appointing Authority, may serve more than two consecutive terms of service on the AU BoV, to include its subcommittees, or serve on more than two DoD Federal advisory committees at one time.

The DoD Appointing Authority shall appoint the AU BoV's Chair from among the membership previously approved to serve on the AU BoV in accordance with DoD policy and procedures for a term of service of one-to-two years, with annual renewal, not to exceed the member's approved appointment.

All members of the AU BoV are appointed to exercise their own best judgement on behalf of the DoD, without representing any particular point of view, and to discuss and deliberate in a manner that is free from conflict of interest. With the exception of reimbursement of official AU BoV-related travel and per diem, AU BoV members serve without compensation.

13. Subcommittees: The DoD, when necessary and consistent with the AU BoV's mission and DoD policy and procedures, may establish subcommittees, task forces, or working groups ("subcommittees") to support the AU BoV. Establishment of subcommittees will be based upon a written determination, to include ToRs, by the DoD Appointing Authority or the Secretary of the Air Force, as the AU BoV's Sponsor. All subcommittees operate in accordance with the FACA, the Sunshine Act, governing

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Federal statutes and regulations, and DoD policy and procedures. All AU BoV subcommittees shall terminate when the AU BoV does.

Subcommittees shall not work independently of the AU BoV and shall report all of their recommendations and advice solely to the AU BoV for its thorough deliberation and discussion at a publicly noticed and open AU BoV meeting, subject to the Sunshine Act. Subcommittees have no authority to make decisions and recommendations, orally or in writing, on behalf of the AU BoV. Neither the subcommittee nor any of its members may provide updates or report directly to the DoD or to any Federal officers or employees, whether orally or in writing. If a majority of AU BoV 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 AU BoV's operations.

An appointment to a subcommittee is separate and distinct from an appointment to serve as a member of the AU BoV. Each subcommittee member is appointed to exercise his or her own best judgment on behalf of the DoD, without representing any particular point of view, and to discuss and deliberate in a manner that is free from conflicts of interest. With the exception of reimbursement of official AU BoV- and subcommittee-related travel and per diem, subcommittee members serve without compensation.

Individual appointments to serve on AU BoV subcommittees shall be approved by the DoD Appointing Authority for a term of service of one-to-four years, with annual renewals, in accordance with DoD policy and procedures. No member shall serve more than two consecutive terms of service on the subcommittee, unless approved by the DoD Appointing Authority. Subcommittee members who are not full-time or permanent part-time Federal civilian officers or employees, or active duty members of the Uniformed Services, 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 civilian officers or employees, or active duty members of the Uniformed Services, shall be appointed pursuant to 41 C.F.R. § 102-3.130(a) to serve as RGE members.

The DoD Appointing Authority shall appoint the subcommittee leadership from among the membership previously approved to serve on the subcommittee in accordance with DoD policy and procedures, for a leadership term of service of a one-to-two years, with annual renewal, which shall not exceed the member's approved appointment.

14. Recordkeeping: The records of the AU BoV and its subcommittees will be handled in accordance with General Records Schedule 6.2, Federal Advisory Committee Records, or other approved agency records disposition schedule, and the appropriate DoD policy and procedures. These records shall be available for public inspection and copying, subject to the Freedom of Information Act (5 U.S.C. § 552).
15. Filing Date: June 8, 2022