



OFFICE OF THE SECRETARY OF DEFENSE
1950 DEFENSE PENTAGON
WASHINGTON, DC 20301-1950

ADMINISTRATION AND
MANAGEMENT

February 17, 2004

Honorable Duncan Hunter
Chairman
House Armed Services Committee
House of Representatives
Washington, D.C. 20515

Dear Mr. Chairman:

Enclosed is a copy of the charter renewing the Defense Acquisition University Board of Visitors, which is being filed with you in accordance with P.L. 92-463, the "Federal Advisory Committee Act."

Copies of this charter are also being filed with the Senate Committee on Armed Services and the Library of Congress.

Sincerely,


Jennifer S. Spaeth
DoD Committee Management Officer

Enclosure



CHARTER
DEFENSE ACQUISITION UNIVERSITY
BOARD OF VISITORS

A. Official Designation: The Defense Acquisition University (DAU) Board of Visitors (BoV) is a Department of Defense Federal Advisory Committee. The DAU BoV shall comply with all requirements of Pub. L. 92-463, the "Federal Advisory Committee Act," and DoD Directive 5105.4, "DoD Federal Advisory Committee Management Program," September 5, 1989.

B. Objective and Scope of Activity: The DAU is a unified DoD educational institution providing learning assets for military and civilian personnel serving in 12 acquisition career fields. The objective of the DAU BoV is to advise the Under Secretary of Defense (Acquisition, Technology, and Logistics) (USD (AT&L)), Principal Deputy (USD(AT&L)), Director, Defense Procurement and Acquisition Policy, and the President of DAU on "organization management, curricula, methods of instruction, facilities and other matters of interest" to the DAU, as directed by 10 U.S.C. 1746.

C. Period of Time Required: The DAU BoV is a continuing advisory committee.

D. Official or Sponsoring Proponent to Whom the Committee Reports: The DAU BoV reports to the President, DAU.

E. Support Agency: The DAU BoV is supported by the Office of the President, DAU. The President, DAU, shall appoint a federal official as the Executive Secretary of the DAU BoV. The Executive Secretary shall serve as the designated federal official authorized to adjourn any meeting of the BoV or its subcommittees that is not considered to be in the public interest.

F. Duties and Responsibilities: Section 1746 of Title 10, United States Code, requires the establishment of a Defense Acquisition University structure. Among the University components specified by 10 U.S.C. 1746 is a Board of Visitors to be "composed of persons selected for their preeminence in the fields of academia, business, and the defense industry," whose duties are "to advise on organization management, curricula, methods of instruction, facilities and other matters of interest to the University." Members shall be appointed by the USD(AT&L); the President, DAU, shall recommend to the USD(AT&L) the Chairperson. There shall be a maximum of 16 members; term of membership shall be four years with members being assigned to a "class" comprised of approximately four members each. Each year one "class" will be retired and a new "class" will be initiated (approximately in the March time frame). In addition, the Chairperson shall provide a BoV assessment and annual recommendation after each quarterly meeting to the USD(AT&L)/ PDUSD(AT&L) with a copy to the Director, Defense Procurement and Acquisition Policy, and the President, DAU.

The Chairperson of the BoV may form sub-groups from among the membership to examine specific areas of interest as required. These sub-groups will report their findings and recommendations to the Chairperson.

G. Membership Demographics: Department of Defense Federal Advisory Committee Management Program (DoD Directive 5105.4) indicates that “[m]embership... shall be balanced in terms of the points of view represented.” We do not anticipate being able to achieve optimum balance in each class, nor in the Board in its entirety at any particular point in time. However, it is the DAU’s goal to have adequate representation based on such characteristics as business versus academia, large business versus small business, hardware products versus services, gender, race and/or ethnicity, et cetera.

H. Estimated Annual Operating Costs and Man-years: Annual operating costs are estimated at \$50,000. Employee support for committee operations is estimated at approximately 1 percent of an employee-year for administrative and secretarial assistance, and 5 percent of a professional employee-year. Members shall serve without remuneration; however, DAU shall pay for members’ travel, per diem, subsistence, and other incidentals related to attending meetings and carrying out BoV duties.

I. Number of Meetings: The DAU BoV will meet at least annually at the call of the President, DAU; optimally, meetings will be held three times per year.

J. Termination Date: The statute calling for the establishment of the DAU BoV does not specify a termination date. However, to comply with requirements of Section 14(b)(2) of the Federal Advisory Committee Act (Pub. L. 92-463), the DAU BoV will be re-chartered every two years from the date of the original charter.

K. Date Charter is Filed: February 17, 2004