

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 chapter 10 of title 5, U.S.C. (commonly known as "the Federal Advisory Committee Act" or "FACA") 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 the 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's primary focus is to provide independent advice and recommendations concerning the educational programs and support activities AU administers; the educational effectiveness, quality of student learning, administrative and educational support services, and teaching, research and public service of the AU; affiliations the AU makes with other academic institutions; published statement of purpose, institutional policies, and financial resources of the AU's programs; and the recognition graduates receive for completion of AU programs. The AU BoV shall also review all new courses, schools, programs, and degree plans; legislative and accreditation issues; academic and strategic plans; and policies and practices concerning the AU's academic instructors, staff, personnel, registrar, and financial management functions and provide its advice and recommendations in response.

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 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; subsection 552b(c) of title 5, U.S.C.; 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 \$148,500.00. The annual DoD personnel cost is .75 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,

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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. The DFO, or ADFO, also chairs meetings when directed to do so by the DoD Appointing Authority.

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.

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 designated pursuant to 41 C.F.R. § 102-3.130(a) to serve as a regular government employee (RGE) member. 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 AU BoV members serve without compensation, except for reimbursement of official AU BoV-related travel and per diem.

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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.

13. Subcommittees: The DoD, when necessary and consistent with the AU BoV's mission and DoD policy and procedures, may establish subcommittees, task forces, task groups, 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; subsection 552b(c) of title 5, U.S.C.; governing Federal statutes and regulations; and DoD policy and procedures. All AU BoV subcommittees shall terminate when the AU BoV does.

The Secretary of the Air Force has established two permanent subcommittees. All work performed by these subcommittees will be sent to the AU BoV for its thorough discussion and deliberation at a properly noticed and open meeting, unless the meeting must be closed in accordance with one or more of the exemptions found at subsection 552b(c) of title 5, U.S.C.

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.

- 1) Air Force Institute of Technology Subcommittee: Composed of no more than 15 members who are eminent authorities in the fields of academia, science and technology, operations research, strategic planning, defense analysis, national security, and business. The Air Force Institute of Technology Subcommittee ("the AFIT Subcommittee") shall focus on accomplishing independent assessments of education, research, and consulting operations of the Air Force Institute of Technology (AFIT), including the impact and effectiveness of policies and procedures currently in place by the AFIT. The AFIT Subcommittee recommends to the AU BoV any further improvements to assure the AFIT functions are performed to the highest academic standards.

The AFIT Subcommittee shall address the following specific objectives:

- a) Provide advice and recommendations concerning the programs AFIT administers.
- b) Provide advice and recommendations concerning the affiliations AFIT makes with other federal organizations, academic institutions, and research entities.
- c) Provide advice and recommendations concerning the policies governing AFIT's programs.
- d) Provide advice and recommendations concerning the recognition graduates receive for completion of AFIT programs.
- e) Review all new courses, schools, programs, degree plans, legislative, and accreditation issues as pertinent to AFIT.
- f) Review academic and strategic plans as pertinent to AFIT.

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g) Review policies and practices related to AFIT's personnel, structure, and operations.

The AFIT Subcommittee shall develop conclusions and recommendations on the above matters, and any other matters the DoD Appointing Authority or DoD Sponsor deem pertinent to strengthening operations of the AFIT and provides them to the AU BoV for its consideration.

- 2) Community College of the Air Force Subcommittee: Composed of no more than 15 members who are eminent authorities in academia, science and technology, public policy, national security, international relations, political science, and economics. The Community College of the Air Force Subcommittee ("the CCAF Subcommittee") shall focus on an independent assessment of operations at the Community College of the Air Force (CCAF) including the impact and effectiveness of policies and procedures.

The CCAF Subcommittee shall address the following specific objectives:

1. Provide advice and recommendations concerning the programs the CCAF administers.
2. Provide advice and recommendations concerning the affiliations the CCAF makes with other academic institutions.
3. Provide advice and recommendations concerning the policies governing the CCAF's programs.
4. Provide advice and recommendations concerning the recognition graduates receive for completion of CCAF programs.
5. Review all new courses, schools, programs, degree plans, legislative, and accreditation issues as pertinent to the CCAF.
6. Review academic and strategic plans as pertinent to the CCAF.
7. Review policies and practices related to CCAF personnel, structure, and operations.

The CCAF Subcommittee shall develop its conclusions and recommendations on the above matters, and any other matters the DoD Appointing Authority or DoD Sponsor deem pertinent to strengthening operations of the CCAF and provide them to the AU BoV for its consideration.

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. Except for 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.

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§ 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 designated 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 subsection 552(b) of title 5, U.S.C.

15. Filing Date: June 7, 2024