

Membership Balance Plan  
Education for Seapower Advisory Board

Agency: Department of Defense (DoD)

1. 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 Education for Seapower Advisory Board (“the Board”) as a discretionary advisory committee.
2. Mission/Function: The Board shall examine and advise on matters pertaining to the Naval Postgraduate School and the Naval War College. These matters that include, but are not limited to, organizational management, curricula and methods of instruction, facilities, issues of accreditation, and other aspects of the organization and management of these programs.
3. Points of View: The Board shall be composed of no more than 10 members who are eminent authorities in the fields of academia, business, national defense and security, the defense industry, and research and analysis. Not less than 50 percent of Board members shall be eminent authorities in the field of academia. The Chief of Naval Personnel/Deputy Chief of Naval Operations for Manpower, Personnel, Training and Education and the Commanding General, U.S. Marine Corps Training and Education Command shall serve as ex-officio members of the Board, having voting rights and counting toward the Board’s total membership.

The DoD, in selecting potential candidates for the Board, reviews the educational and professional credentials of individuals and bases its selection on this review and the subject matters being handled by the Board. The DoD has found that viewing the complex issues facing the Naval Postgraduate School and the Naval War College through a multidisciplinary advisory committee provides the DoD and, more importantly, the American public with a broader understanding of the issues on which subsequent policy decisions are based.

Membership shall be fairly balanced in terms of points of view represented and the functions to be performed by the Board. The Board’s membership balance is not static and the Secretary of Defense, the Deputy Secretary of Defense, or the Chief Management Officer of the Department of Defense (“the DoD Appointing Authorities”) may change the membership based upon work assigned to the Board by the DoD Appointing Authorities or the Secretary of the Navy, as the Board’s Sponsor. The DoD, unless otherwise provided for by statute or Presidential directive, does not use representative members on DoD-established or utilized advisory committees.

Each member, based upon his or her individual and professional experiences, provides his or her best judgment on matters before the Board, and he or she does so without representing any particular point of view and in a manner that is free from conflicts of interest.

Board members, who are not full-time or permanent part-time Federal civilian officers or employees, or active duty members of the Armed Forces, 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 civilian officers or employees, or active duty members of the Armed Forces, shall be appointed pursuant to 41 C.F.R. § 102-3.130(a) to serve as regular government employee (RGE) members.

4. Other Balance Factors: N/A

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5. Candidate Identification Process: The DoD, in selecting potential candidates for the Board, reviews the educational and professional credentials of individuals who are eminent authorities in the fields and disciplines identified in section 3 above. Candidates for appointment are typically selected from academia, industry/business, and non-profit organizations or are individuals with substantial experience in the Naval University System. Individual appointments are based on the subject matter being reviewed by the Board.

Potential candidates are identified by the Board's Designated Federal Officer (DFO) through discussions with senior Department of Navy leaders, current Board members, and the academic institutions. The DFO, working with senior DoD officers and employees, reviews each candidate's credentials, expertise, prior Board experience, and balance across technical specialties and employer category. Following this review, the DFO provides a recommended list of candidates to principal advisors for the Secretary of the Navy for further evaluation prior to consideration by the Secretary of the Navy. The Secretary of the Navy strives to achieve a balance between the professional credentials of the individuals and the near-term subject matters that the Secretary of the Navy anticipates will be reviewed by the Board.

Once the Secretary of the Navy has narrowed the list of candidates and before formal nomination to the DoD Appointing Authorities, the list of potential candidates is reviewed by the Office of the Special Assistant to the Secretary of Defense for White House Liaison, the DoD Office of General Counsel, and the Office of the Advisory Committee Management Officer to ensure compliance with Federal and DoD governance requirements, including compliance with the Board's charter and membership balance plan. Following this review, the Advisory Committee Management Officer sends the appointment package to the DoD Appointing Authorities for approval.

Following approval by the DoD Appointing Authorities, the candidates are required to complete the necessary appointment paperwork, to include meeting ethics requirements stipulated by the Office of Government Ethics for advisory committee members.

All Board appointments are for a one-to-four year term of service, subject to annual renewals. No member, unless authorized by the DoD Appointing Authorities, 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.

Board vacancies will be filled in the same manner as described above.

6. Subcommittee Balance: The DoD, when necessary and consistent with the Board's mission and DoD policies and procedures, may establish subcommittees, task groups, or working groups to support the Board. Recommendations from the subcommittees will be provided to the Board for its thorough discussion and deliberation at a properly noticed and open meeting, subject to the Government in the Sunshine Act.

Currently, the Secretary of the Navy has approved two permanent subcommittees to the Board.

- 1) Education for Seapower Advisory Board Naval Postgraduate School Subcommittee: Composed of not more than 15 members who are eminent authorities in the fields of academia, science and technology, operations research, strategic planning, defense analysis, national

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security, and business, which shall focus on the Naval Postgraduate School and assessing matters necessary to ensure NPS' accreditation. The Subcommittee will advise on NPS' adherence to its institutional mission, compliance with Western Association of Schools and Colleges (WASC) Senior College and University Commission (WSCUC) accreditation standards and policies (as applicable to and feasible for a government institution), and achievement of educational effectiveness and institutional sustainability.

The following positions shall serve as ex-officio members of the subcommittee:

- a) Chief of Naval Personnel/Deputy Chief of Naval Operations for Manpower, Personnel, Training and Education;
  - b) Commanding General , U.S. Marine Corps Training and Education Command;
  - c) Commandant, U.S. Army War College;
  - d) Chief of Naval Research; and
  - e) Commander and President, Air University.
- 2) Education for Seapower Advisory Board Naval War College Subcommittee: Composed of no more than 10 members who are eminent authorities in academia, science and technology, public policy, national security, international relations, political science and economics, which shall focus on the Naval War College and assess matters necessary to ensure NWC's accreditation and achievement of stated goals. The Subcommittee will advise on NWC's adherence to its institutional mission, compliance with New England Commission of Higher Education (NECHE) accreditation standards and policies (as applicable to and feasible for a government institution), and achievement of educational effectiveness and institutional sustainability. The Chief of Naval Personnel/Deputy Chief of Naval Operations for Manpower, Personnel, Training and Education shall serve as an ex-officio member of the subcommittee, having voting rights and counting towards the subcommittee's total membership.
7. Other: As nominees are considered for appointment to the Board, the DoD adheres to the Office of Management and Budget's Revised Guidance on Appointment of Lobbyists to Federal Advisory Committees, Boards, and Commissions (79 FR 47482; August 13, 2014) and the rules and regulations issued by the Office of Government Ethics.
8. Date Prepared: June 24, 2020