NATIONAL AERONAUTICS AND SPACE ADMINISTRATION

CHARTER OF THE

NASA ADVISORY COUNCIL

1. Official Designation: NASA Advisory Council ("Council")

2. Authority: Having determined that it is in the public interest in connection with the performance of Agency duties under the law, and with the concurrence of the General Services Administration, the NASA Administrator hereby renews and amends the Council's Charter, pursuant to the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C., App.

3. Objectives and Scope of Activities: The Council shall draw on the expertise of its members and other sources to provide advice and make recommendations to the NASA Administrator on Agency programs, policies, plans, financial controls, and other matters pertinent to the Agency's responsibilities.

4. Description of Duties: The Council shall function solely as an advisory body and comply fully with the provisions of the FACA. The Council shall be supported by committees, subcommittees, and analysis groups, as needed, to cover the breadth and depth of scope as determined by the NASA Administrator.

5. Official to Whom the Committee Reports: The Council reports to the NASA Administrator.

6. Support: The Office of External Relations shall provide staff support and operating funds for the Council and is responsible for fulfilling the reporting requirements of section 6(b) of FACA. The Mission Directorates and/or Mission Support Offices shall provide staff support and operating funds for the respective committees and subcommittees which report to the Council.

7. Estimated Annual Operating Costs and Staff Years: The total estimated annual operating cost for the Council, its committees, and subcommittees totals approximately $1,800,000, including 6.5 work-years for staff support.

8. Designated Federal Officer: The Executive Director of the Council shall be appointed by the NASA Administrator and shall serve as the Designated Federal Officer (DFO). The DFO will be either a full-time or a permanent part-time employee, who will: call, attend, and adjourn committee meetings; approve agendas; maintain required records on costs and membership; ensure efficient operations; maintain records for availability to the public; and provide copies of committee reports to the NASA Committee Management Officer (CMO) for forwarding to the Library of Congress.

9. Estimated Number and Frequency of Meetings: The Council shall meet approximately four times a year or as required by the NASA Administrator. Meetings shall be open to the public unless it is determined that the meeting, or a portion of the meeting, is not covered by FACA, or will be closed in accordance with the Government in the Sunshine Act.

10. Duration: The Council is envisioned to be a continuing entity with charter renewals.

11. Termination: The Council shall terminate two years from the date of the filing of this Charter unless renewed or terminated earlier by the NASA Administrator.

12. Membership and Designation:

1. The Council shall consist of members to be appointed by the NASA Administrator. The Administrator shall ensure a balanced representation in terms of the points of view represented and the functions to be performed. Diversity shall be considered as well.

2. The Council shall consist of approximately 10-20 members who will serve as Special Government Employees for a two-year term, renewable at the discretion of the NASA Administrator. All Council members serve at the pleasure of the Administrator.

3. The NASA Administrator shall designate the Chair of the Council.

4. The Council shall be comprised of the Chair and the committee chairs, and may include at-large members, as appropriate, at the discretion of the NASA Administrator.

5. The chairs of the National Research Council's Space Studies Board (SSB) and Aeronautics and Space Engineering Board (ASEB) shall be *ex officio,* nonvoting members of the Council.

13. Committees, Subcommittees, and Task Forces:

1. The NASA Administrator shall establish the following Council committees:

    - Aeronautics Committee.
    - Audit, Finance and Analysis Committee.
    - Commercial Space Committee.
    - Education and Public Outreach Committee.
    - Exploration Committee.
    - Information Technology Infrastructure Committee.
    - Science Committee.
    - Space Operations Committee.
    - Technology and Innovation Committee.

2. In addition to exploration matters, the Exploration Committee will include biomedical matters within its purview. In addition to enterprising matters of large organizations, the Commercial Space Committee will include entrepreneurial matters within its purview. In addition to information systems matters of an organization type, the Information Technology Infrastructure Committee will include mission-related information systems, software, avionics, and cybersecurity within its purview.

3. Council committees may be established or discontinued at the discretion of the NASA Administrator. No formal amendment(s) to this charter will be required to effect such change(s). The terms of reference for committees shall be subject to the approval of the Administrator.

4. Council committees shall consist of members to be appointed by the NASA Administrator. Council committees shall be comprised of 5-15 members, including the chair, and will be chaired by a Council member. Each committee shall deliberate the recommendations received from their subcommittees, if any. In the latter case, the committee may endorse subcommittee recommendations and forward them to the Council for deliberations, or the committee may provide comments or suggestions back to the subcommittee.

5. The Council shall deliberate the recommendations received from the committees. The Council may endorse recommendations and forward them to the NASA Administrator, or provide any comments or suggestions on the recommendations back to the committees.

6. The NASA Administrator, in consultation with the Council Chair, may establish subcommittees and community-wide analysis groups under the committees, as necessary. The terms of reference for subcommittees and analysis groups shall be subject to the approval of the Administrator. A member of the subcommittee's parent committee shall chair the subcommittee. The members of subcommittees shall be appointed by the respective Associate/Assistant Administrator following consultation with the Administrator. The subcommittees shall report to their respective committee(s).

7. The NASA Administrator, in consultation with the Council Chair, may establish temporary ad hoc task forces under the Council, as necessary. The terms of reference for task forces shall be subject to the approval of the Administrator. Task force chairs and members shall be appointed by the Administrator, in consultation with the Council Chair.

14. Recordkeeping: The records of the Council, its committees, and subcommittees, or other subgroups of the Council, shall be handled in accordance with the General Records Schedule 26, Item 2, or other approved agency records disposition schedule. 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: This Charter shall become effective upon the filing of this charter with the appropriate U.S. Senate and House of Representatives oversight committees. It shall terminate two years from the date of filing of this Charter unless renewed or terminated earlier by the NASA Administrator.

Charles F. Bolden, Jr.
Administrator
National Aeronautics and Space Administration

October 26, 2009
Date