COMMITTEE CHARTER
OF THE
NATIONAL COUNCIL ON THE HUMANITIES

1. Committee's Official Designation (Title)

This Committee is officially designated as the National Council on the Humanities (NCH).

2. Authority

In accordance with the provisions of the Federal Advisory Committee Act (FACA) as amended, 5 U.S.C. App. 2, this Charter is provided for the continuation of the above named and previously existing Advisory Committee of the National Endowment for the Humanities (NEH) as authorized by 20 U.S.C. § 957 of the National Foundation on the Arts and the Humanities Act of 1965, as amended.

3. Objectives and Scope of Activities

The NCH's objectives and scope of activities include: (1) advising the NEH Chairperson with respect to policies, programs, and procedures for carrying out the Chairperson's functions; and (2) reviewing and making recommendations on applications for financial support submitted to NEH under the National Foundation on the Arts and the Humanities Act of 1965, as amended.

4. Description of Duties

The NCH will (1) advise the Chairperson regarding policies, programs, and procedures for carrying out the Chairperson's functions, duties, and responsibilities; (2) advise the Chairperson on policies, programs, and procedures for support and gifts offered to NEH; and (3) make recommendations to the Chairperson concerning applications for financial assistance. Pursuant to 20 U.S.C. § 957(f), the NEH Chairperson cannot make any grant in excess of $30,000 until he or she has received a recommendation thereon from the NCH. Therefore, NEH would be unable to carry out its main activity, grant-making, without recommendations from the NCH. The NCH may function as a whole or in subcommittees.

5. Agency or Official to Whom the Committee Reports

The NCH shall report to the NEH Chairperson.

6. Support

NEH will provide the necessary support for the NCH.

7. Estimated Annual Operating Costs and Staff Years

It is estimated that the annual operating costs of the NCH will be $315,454, and that its operation will require 1.5 staff years of services.

8. Designated Federal Officer

The NEH General Counsel or his/her designee, who is a full-time employee and appointed in accordance with agency procedures, serves as the Designated Federal Officer (DFO). The DFO approves or calls all of the advisory committee's and subcommittees' meetings, prepares and approves all meeting agendas, attends all committee and subcommittee meetings, adjourns any meeting when the DFO determines adjournment to be in the public interest, and chairs meetings when directed to do so by the NEH Chairperson.

9. Estimated Number and Frequency of Meetings

Pursuant to 20 U.S.C. § 957 of the National Foundation on the Arts and the Humanities Act of 1965, as amended, the NCH will meet at the call of the Chairperson but not less than twice during each calendar year. It is estimated that the NCH will meet three times per year (in March, July and November) in Washington, DC.

10. Duration

Continuing.

11. Termination Date

The termination date of this advisory committee will be November 25, 2017.

12. Membership and Designation

The NCH will be composed of the NEH Chairperson, who will serve as the NCH Chairperson, and twenty-six (26) other Presidentially-appointed, Senate-confirmed (PAS) members. These other members shall be individuals who:

1) are selected from among private citizens of the United States who are recognized for their broad knowledge of, expertise in, or commitment to the humanities; and

2) have established records of distinguished service and scholarship or creativity and in a manner which will provide a comprehensive representation of the views of scholars and professional practitioners in the humanities and of the public throughout the United States.

In addition, the President shall give due regard to equitable representation of women, minorities, and individuals with disabilities who are involved in the humanities. Each of the twenty-six (26) PAS members will serve for six years, and the terms of office will be staggered. Members will not be eligible for reappointment for two years after the expiration of their term. Any member appointed to fill a vacancy will serve for the remainder of the term for which the original member was appointed. Notwithstanding other provisions, a PAS member will serve after the expiration of his or her term until a successor takes office. Members will serve as Special Government Employees (SGE).

13. Subcommittees

NEH has the authority to create subcommittees. Subcommittees must report back to the parent committee, and must not provide advice or work products directly to the agency.

14. Recordkeeping

The records of the committee, formally and informally established subcommittees, or other subgroups of the committee, shall be handled in accordance with General Records Schedule 6.2, Item 010 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

November 25, 2015

William D. Adams
Chairman
National Endowment for the Humanities