



# NAC Charter

Last Updated: 10/22/2024

**Goal 1:** Provide independent advice to the FLC Executive Board on topics of interest, with emphasis on user community views that will improve the effectiveness of federal technology transfer.

**Objectives:**

Objective 1: *Assure the NAC is a diversified entity with a critical mass of highly qualified members who represent a cross-section of the federal tech transfer user community.*

Objective 2: *Provide independent advice on requested topics on a regular and recurring basis and report results to the FLC EB.*

Objective 3: *Support the FLC Lab Director of the Year selection process and serve as the Facilitator for the Lab Director Forum at the national meeting.*

<b>Committee Chair:</b> Dick Paul	<b>Subcommittees:</b> N/A	<b>Council Members:</b> <ul style="list-style-type: none"><li>• Michelle Atchison</li><li>• Joe Fox</li><li>• Robert Heard</li><li>• Jackie Kerby Moore</li><li>• Kathleen Robertson</li><li>• Carroll Thomas</li><li>• Gayatri Varma</li></ul>
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# NAC Operational Plan

**Goal: Provide independent advice to the FLC Executive Board on topics of interest, with emphasis on user community views that will improve the effectiveness of federal technology transfer.**

<b>Objective 1: Assure NAC has critical mass of diversified members</b>						
<b>Activities/ Tactics</b>	<b>FLC Staff Responsibility</b>	<b>Others Responsible (EB, Committees, Subcommittees, Other Stakeholders)</b>	<b>Fiscal Resources</b>	<b>Timeline</b>	<b>New Equipment &amp; Infrastructure</b>	<b>Measures of Success/ Indicators of Achievement</b>
<b>Strategy #1</b>						
Recruit and maintain sufficient quality NAC members to assure critical mass	Paul Zielinski Jennifer Jones	Executive Board	Labor	As needed	None	NAC has between 8 and 12 active and contributing members.

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**Objective 1: Assure NAC has critical mass of diversified members**

Activities/ Tactics	FLC Staff Responsibility	Others Responsible (EB, Committees, Subcommittees, Other Stakeholders)	Fiscal Resources	Timeline	New Equipment & Infrastructure	Measures of Success/ Indicators of Achievement
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**Strategy #2**

Assure NAC is diversified with respect to gender, ethnicity, and user community experience	Paul Zielinski Jennifer Jones	Executive Committee	Labor	Review 2Q 2024	None	NAC has diversified membership with respect to gender, ethnicity, and experience that is acceptable to EB
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# NAC Operational Plan

**Goal: Provide independent advice to the FLC Executive Board on topics of interest, with emphasis on user community views that will improve the effectiveness of federal technology transfer.**

**Objective 2: Provide independent advice on regular and recurring basis.**

Activities/ Tactics	FLC Staff Responsibility	Others Responsible (EB, Committees, Subcommittees, Other Stakeholders)	Fiscal Resources	Timeline	New Equipment & Infrastructure	Measures of Success/ Indicators of Achievement
<b>Strategy #1</b>						
Select topics of interest to the FLC	Paul Zielinski Jennifer Jones	NAC Chair EC	Labor	Quarterly after EB Meeting	None	EC concurrence on topics for quarterly calls

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**Objective 2: Provide independent advice on regular and recurring basis.**

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<b>Strategy #2</b>						
Organize and conduct quarterly calls between EC and NAC	Paul Zielinski Jennifer Jones	EC	Labor			Calls conducted on quarterly basis

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**Strategy #3**

Report to EB on quarterly call outcomes	Paul Zielinski Jennifer Jones	EB	Labor	Quarterly EB Meeting	None	NAC Chair reports to EB on regular and reoccurring basis
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## **Objective 3: Support Lab Director of the Year Selection Process & Lab Director Forum**

<b>Activities/ Tactics</b>	<b>FLC Staff Responsibility</b>	<b>Others Responsible (EB, Committees, Subcommittees, Other Stakeholders)</b>	<b>Fiscal Resources</b>	<b>Timeline</b>	<b>New Equipment &amp; Infrastructure</b>	<b>Measures of Success/ Indicators of Achievement</b>
<b>Strategy #1</b>						
Identify NAC members of the LDOY Selection Committee	Paul Zielinski Jennifer Jones Kimberly VanderBrook Amy Thomsen Awards Subcommittee Staff	Awards Subcommittee Promote Committee Program Subcommittee	Labor			3 to 4 NAC members identified for LDOY Selection Committee

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<b>Strategy #2</b>						
Convene LDOY Selection Committee and select LDOY winner or winners	Paul Zielinski Jennifer Jones Kimberly VanderBrook	Awards Subcommittee Promote Committee				LDOY winner or winners

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<b>Strategy #3</b>						
Serve as facilitator for Lab Director Forum a national meeting	Paul Zielinski Jennifer Jones Kimberly VanderBrook Amy Thomsen	Program Subcommittee Education Committee				Successful LDF at National Meeting