

**Department of Veterans Affairs
Charter of the
VA National Academic Affiliations Council**

1. Official Designation. VA National Academic Affiliations Council.

2. Authority. The VA National Academic Affiliations Council (Council) is established by directive of the Secretary and operates under the provisions of the Federal Advisory Committee Act, as amended, 5 U.S.C. App. 2.

3. Objectives and Scope of Activity. The Council will advise the Secretary of Veterans Affairs on matters affecting partnerships between VA and its academic affiliates.

4. Description of Duties. VA and the academic community share the same foundational values: a commitment to providing high-quality care; recognition of the inter-dependence of patient care, education and research; and a strong public service ethic. The Council is charged with developing and recommending ways to enhance this historic partnership.

The Council's activities include the following:

- Developing and recommending strategies for effective communication on academic affiliations between VA and relevant stakeholder organizations, including recommendations about the optimal function of affiliation partnership councils;
- Developing and recommending mechanisms to expand the number and type of mutually advantageous affiliations between VA and the academic community;
- Identifying and recommending opportunities to better align the missions and operations of VA and its academic affiliates;
- Recommending approaches for electronic health record modernization consistent with academic affiliate experiences;
- Developing and recommending guidelines for joint strategic, tactical and operational planning by VA and its academic affiliates in areas of partnership;
- Identifying policy, regulatory and administrative impediments to effective affiliation management;
- Recommending new approaches to developing a robust and diverse workforce pipeline for VA; and
- Developing and recommending appropriate mechanisms to share faculty, trainees, space, equipment and other health care resources.

5. Official to Whom the Council Reports. The Council will report to the Secretary through the Under Secretary for Health.

6. Office Responsible for Providing the Necessary Support for the Council. The Office of Academic Affiliations, Veterans Health Administration, Department of Veterans Affairs, will be responsible for providing support to the Council.

7. Estimated Annual Operating Costs in Dollars and Staff Years. Estimated annual operating costs for the Council are \$225,000, which includes 1.5 full-time equivalent employees. Members will receive travel expenses and a per diem allowance in accordance with Federal Travel Regulations for any travel made in connection with their duties as members of the Council.

8. Designation Federal Officer. The Designated Federal Officer (DFO), a full-time VA employee, will approve or call the advisory committee's and subcommittees' meetings, prepare and approve all meeting agendas and the schedule of Council meetings. The DFO or a designee will be present at all meetings, and each meeting will be conducted in accordance with an agenda approved by the DFO. The DFO is authorized to adjourn any meeting when he or she determines it is in the public interest to do so.

9. Estimated Number and Frequency of Meeting. The Council is expected to meet up to four times annually.

10. Duration. There is a continuing need for the Council to provide advice to the Secretary on the partnership between VA and its academic affiliates. This Council is recommended for continuance.

11. Council Termination Date. Unless renewed by appropriate action prior to its expiration, the Council will terminate 2 years from the date below.

12. Membership and Designation. Members will be selected from among knowledgeable experts with special competence to evaluate and improve the partnership between VA and its academic affiliates. The Chief Academic Affiliations Officer; the Veterans Integrated Service Network (VISN) Chief Medical Officer Co-Chair of the Strategic Academic Advisory Council; and a VISN Director will be ex-officio voting members of the Council. An additional five ex-officio members from partner Federal agencies may be appointed to provide the Council with their unique expertise. Other Council members shall be appointed by the Secretary and shall serve as objective advisors, and not as representatives of any organizations for whom they may otherwise be serving. A term of service for any member shall not exceed 3 years; however, the Secretary may reappoint any member for an additional term of service. The Council will be composed of not more than 14 regular members, plus not more than 8 ex-officio Federal members. Several members may be Regular Government Employees, but most of the Council's membership will be Special Government Employees.

13. Subcommittees. With the approval of the DFO, the Council is authorized to establish subcommittees to perform specific projects or assignments as necessary and consistent with its mission. The Council Chair shall notify the Secretary, through the DFO, of the establishment of any subcommittee, including its function, membership and estimated duration. Subcommittees will report back to the Council, and the Council shall deliberate on all recommendations received from subcommittees. Subcommittees may not report directly to VA.

14. Recordkeeping. Records of the Council shall be handled in accordance with General Records Schedule 6.2 or other approved agency records disposition schedules. Those records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. § 552.

15. Filing date.

Approved. DMc
Denis McDonough
Secretary of Veterans Affairs

1/28/22
Date