



## DIRECTORATE FOR ENGINEERING

### MEMORANDUM

**DATE:** January 31, 2007

**TO:** 2004-2006 Engineering Education and Centers Division (EEC) Committee of Visitors (COV)

**CC:** Dr. Richard K. Miller, Chair of the Engineering Advisory Committee  
Dr. Michael M. Reischman, Deputy Assistant Director for Engineering  
Dr. Allen Soyster, Division Director, Engineering Education and Centers Division (EEC)

**FROM:** Dr. Richard O. Buckius, Assistant Director for Engineering

**SUBJECT:** Charge to the 2004-2006 EEC COV

Thank you for agreeing to serve on the Committee of Visitors (COV) for the Engineering Education and Centers Division (EEC) of the Directorate for Engineering (ENG) of the National Science Foundation (NSF). By NSF policy, programs that award grants or cooperative agreements are reviewed at three-year intervals by a COV. This COV will address the EEC programs in fiscal years 2004, 2005 and 2006. During this period EEC programs included Engineering Education, Engineering Research Centers (ERC), Earthquake Research Centers (EERC), Nanoscale Science and Engineering Centers (NSEC), Research Experiences for Teachers (RET), Research Experiences for Undergraduates (REU), Industry-University Cooperative Research Centers (I/UCRC) and Partnerships for Innovation (PFI). The COV is an ad hoc subcommittee of the Advisory Committee for the Directorate for Engineering. Dr. Winfred Phillips, who will serve as the COV Chair, and Dr. Margaret Murnane are members of the ENG Advisory Committee. The COV reviews the proposal and award process and the balance of the EEC portfolio, advises ENG on significant impacts and advances from the EEC investments, and identifies emerging challenges and opportunities.

The COV charge is to address:

1. The integrity, efficacy, and quality of the processes used to solicit and review proposals and the documentation of funding decisions.
2. The quality of project management, monitoring, and evaluation of funded proposals.
3. The balance of the division's portfolio and the quality and significance of the results of the Division's programmatic investments in terms of the four NSF strategic goals (People, Ideas, Tools and Organizational Excellence).
4. Opportunities to more fully realize the potential of the Division's current programs and future directions for the EEC Division.

The COV will examine a sampled set of files for both awarded and declined proposals within the four main areas of the EEC Division: (1) Centers; (2) I/UCRCs and PFI's; (3) REU and RET; (4) Education Research and Curriculum Development. The sampling strategy will be developed in consultation with the COV chair. The COV will use the attached FY 2007 Core Questions and Report Template in preparing its report.

The meeting of the COV will take place Monday through Wednesday, March 26-28, 2007, at the National Science Foundation, 4201 Wilson Boulevard, Arlington, Virginia 22230. The COV will convene at 8:00 AM on Monday, March 26, 2007, in Room 380, Stafford I, and will adjourn at noon on Wednesday, March 28, 2007, after briefing me on the essence of the COV's findings.

No later than April 30, 2007, the COV Chair will transmit the EEC COV report to the ENG Advisory Committee Chair. The report will be discussed at the fall 2007 meeting of the ENG Advisory Committee. The ENG Advisory Committee Chair will then transmit the COV report to the Directorate for response. The Directorate will prepare a written response to the report's major recommendations. The report and the Directorate's response will be forwarded to the Director of NSF and posted on the NSF web site.

A website has been created for the EEC COV:

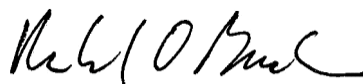
[http://www.nsf.gov/events/event\\_summ.jsp?cntn\\_id=108276&org=EEC](http://www.nsf.gov/events/event_summ.jsp?cntn_id=108276&org=EEC) . The site includes the following links and materials:

- Draft Meeting Agenda
- The NSF FY 2003-2008 Strategic Plan
- The NSF FY 2006-2011 Strategic Plan
- Core Questions and Report Template for FY 2007 NSF Committee of Visitor Reviews
- 2004 COV Report
- Response to the 2004 COV Report
- 2005 and 2006 updates to the response to the 2004 COV Report
- The American Competitiveness Initiative

The website contains both the FY 2003-2008 NSF Strategic Plan and the new FY 2006-2011 NSF Strategic Plan. In accordance with NSF policy, the EEC COV will use the earlier plan, FY 2003-2008, in conjunction with the FY 2007 Core Questions and Report Template to prepare its report. However the COV will use the new FY 2006-2011 NSF Strategic Plan when preparing any remarks about opportunities or future directions for the EEC Division.

More information about EEC programs will be provided through a secure portal at this website about three weeks prior to the COV meeting date.

We appreciate your service in this important NSF activity, and we hope that you will find the process both interesting and informative.



Richard O. Buckius  
Assistant Director for Engineering