National Science Foundation
Directorate for Computer and Information Science and Engineering
2415 Eisenhower Ave, Alexandria, VA 22314

MEMORANDUM

To: C. Suzanne Iacono, Office Head, Office of Integrative Activities

From: Margaret Martonosi, Assistant Director, Directorate for Computer and Information
             Science and Engineering

Date: May 26, 2020

Subject: Diversity, independence, and balance represented by the members of the CISE/CCF-
             CNS-IIS Committee of Visitors, and the resolution of conflicts of interest

The Directorate for Computer and Information Science and Engineering (CISE) Divisions of Computing and Communications Foundations (CCF), Computer and Network Systems (CNS), and Information and Intelligent Systems (IIS) charged a Committee of Visitors (COV) to review program-level matters pertaining to proposal decisions over the period FY 2014 through FY 2018. The COV met on November 6-8, 2019. The CISE Advisory Committee accepted the COV's report on December 12, 2019. The COV consisted of 24 members and was composed of a diverse group with respect to institution type, geography, gender, ethnicity, and scientific representation. The following table describes the main features of the COV with respect to these issues.

Category	Number
Members of the CISE AC	1
Institution Type	
University	20
Other Non-profit	1
Industry	2
Government	1
Location	
Northeast	11
South	2
Midwest	2
West	7
International	2
Gender	
Male	10
Female	14
Underrepresented Minority	3
No Proposal to CCF/CNS/IIS in the last 5 Years	6

The members' expertise reflects the research areas covered by CCF, CNS, and IIS. All invited COV members attended the meeting in person. Most of the COV members were familiar with CISE from having served on the CISE Advisory Committee or review panels, or were former or current grantees. None had proposals pending with CCF, CNS, or IIS during the COV meeting.

Conflict-of-interest (COI) and confidentiality rules were presented to COV members prior to the on-site meeting, and COV members were reminded to observe COI and confidentiality rules at the on-site meeting. All COV members were required to complete NSF Conflict of Interest Form 1230P. Known conflicts of interest, such as those involving the home institutions of COV members, were entered into the COV module in eJacket prior to the release of jackets to members. Other conflicts of interest were entered as they were identified over the course of the jacket review and on-site meeting. Entering these conflicts prevented COV members from electronically accessing proposal with which they were conflicted. A COI official from CISE was available at all times during the COV meeting to answer questions and resolve issues regarding conflicts of interest. All known conflicts were resolved.