

**MEMORANDUM**

**DATE:** March 23, 2010

**TO:** Bernice Anderson, Senior Advisor for Evaluation  
Directorate for Education and Human Resources

**FROM:** Jolene Jesse, Program Director, GSE

**SUBJECT:** COV for [enter program name]  
COI and Diversity Memo

The Committee of Visitors report for the \_\_\_GSE\_\_\_\_\_ Program was approved at the EHR Advisory Committee meeting held at NSF on \_\_\_Nov. 4-5, 2009\_\_\_. The COV consisted of \_\_\_4\_\_\_ members selected for their expertise related to the goals of the program. They provided a balance with respect to the type of institutions supported through the program, gender, and representation from underrepresented groups. The following table shows the main features of the COV's diversity.

<b>Category of COV Membership</b>	<b>No. of COV Members in Category</b>
Member of EHR Advisory Committee.....	.....1....
Organization Type: <input type="checkbox"/> University..... <input type="checkbox"/> Four-year College..... <input type="checkbox"/> Two-year College..... <input type="checkbox"/> K-12 School or LEA..... <input type="checkbox"/> Industry..... <input type="checkbox"/> Federal Agency..... <input type="checkbox"/> Public/Private Foundation..... <input type="checkbox"/> Non-Profits and Associations.....	.....3.... ..... ..... ..... ..... ..... ..... .....1.....
Location <input type="checkbox"/> East..... <input type="checkbox"/> Midwest/North ..... <input type="checkbox"/> West..... <input type="checkbox"/> South.....	.....1.... .....1.... .....2.... .....
Gender <input type="checkbox"/> Female..... <input type="checkbox"/> Male.....	.....3... .....1...
Persons with Disabilities.....	.....
Race/Ethnicity <input type="checkbox"/> White..... <input type="checkbox"/> Black..... <input type="checkbox"/> Hispanic..... <input type="checkbox"/> Asian/Pacific Islander..... <input type="checkbox"/> Native American.....	.....1.... .....1.... .....1.... ..... .....1.....

The COV was briefed on Conflict of Interest issues and each COV member completed a COI form. COV members had no conflicts with any of the proposals or files. (or, if they did, use 'Proposals and files were not available to COV members in those cases where the member had a COI and members were not allowed to participate in discussions of actions with which they had conflicts.')