National Science Foundation  
Advisory Committee for Business and Operations  
Fall 2012 Meeting  

November 14-15, 2012  
Room 375

Wednesday, November 14, 2012

1:00 pm  Welcome/Introductions/Recap of Recommendations  
Co-Chairs: Charlene Hayes and Dick Seligman

1:15 pm  BFA/OIRM/CIO Updates  
Presenters: Marty Rubenstein (Office of Budget, Finance and Award Management), Gene Hubbard (Office of Information and Resource Management), Amy Northcutt (Chief Information Officer)

2:00 pm  NSF Workforce Challenges- Overview  
Review the results of the 2012 Employee Viewpoint Survey, including areas of strengths and areas needing improvement. Discuss overall action plans underway and under development.  
Presenters: Gene Hubbard/Judy Sunley

2:45 pm  NSF Workforce Challenges- BFA Strategic Priorities  
The Office of Budget, Finance and Award Management is analyzing three strategic priorities that arose from a BFA-wide review of core processes, resource alignment and key functions. Staff identified the three priorities as critical steps toward organizational transformation and BFA seeks Committee input: (1) using risk assessment to prioritize operations; (2) reducing duplication among divisions; and (3) creating a SWAT team of staff with particular skills to address critical projects/needs as a professional development opportunity.  
Presenter: Marty Rubenstein

3:15 pm  Break

3:30 pm  NSF Workforce Challenges- Managing Workload  
Discussion to focus on panelist experiences in dealing with managing workload.  
Panel/Discussants: Carson Eoyang, Joe Thompson

4:30 pm  NSF Workforce Challenges- Performance Management  
Discussion to focus on panelist experiences with performance management systems and benchmarking.  
Panel/Discussants: Carson Eoyang, Joe Thompson

5:30 pm  Adjourn

6:30 pm  Dinner- Front Page
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8:00 am  
Committee Discussion: Prepare for Meeting with Dr. Marrett

8:30 am  
Discussion with Dr. Marrett

9:30 am  
Break

9:45 am  
NSF Workforce Challenges- Managing Workload- Program Viewpoint  
Discuss workload challenges from the science program perspective. What were the changes and how did the changes positively affect workload and employee morale?

Presenters: Jane Silverthorne, Directorate of Biological Sciences

10:30 am  
Virtual Meetings  
Discussion of status of virtual meetings at NSF with focus on appropriateness of virtual panels for this Committee once a year.

Presenter: José Muñoz, Chief Technology Officer  
Discussant: Greg Jackson

11:15 am  
Environmental Scan: Discussion about External Factors and Upcoming Challenges and Opportunities Affecting NSF  
Summary of external/political situation as it affects NSF including the latest initiatives from OMB/OPM, budget concerns (CR/sequestration) and fallout of the elections.

Presenter: Marty Rubenstein

12:00 pm  
Wrap Up/Adjourn