

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
- 1:15pm **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**

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

November 14-15, 2012
Room 375

Thursday, November 15, 2012

- 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**