

UNITED STATES DEPARTMENT OF HOMELAND SECURITY
HOMELAND SECURITY ACADEMIC PARTNERSHIP COUNCIL

CHARTER

1. Official Designation:

Homeland Security Academic Partnership Council (HSAPC).

2. Authority:

This charter establishes the HSAPC under the authority of Title 6, United States Code, section 451 (originally approved on March 23, 2023, and filed with Congress on March 30, 2023). This discretionary committee is established in accordance with and operates under the provisions of the *Federal Advisory Committee Act* (FACA), Title 5, United States Code, ch. 10.

3. Objectives and Scope of Activities:

The HSAPC will provide organizationally independent, strategic, timely, specific, and actionable recommendations to the Secretary of the Department of Homeland Security (DHS) on key issues across the homeland security enterprise as they relate to the intersection of education and academia and the DHS mission. Recommendations may relate to, but are not limited to:

- DHS funding opportunities, such as grants, scholarships, and programs.
- Safety and security, including prevention, response, mitigation, recovery, and other emergency management and preparedness measures.
- Improving coordination and sharing of threat and security related information, including threats of violence, and targeted violence and terrorism prevention.
- Methods to develop career opportunities to support a 21st century DHS workforce.
- Enhancing and expanding research opportunities, such as the DHS Science and Technology Centers of Excellence and DHS/National Security Agency joint Centers of Academic Excellence.

4. Description of Duties:

The duties of the HSAPC are solely advisory in nature.

5. Officials to Whom the Committee Reports:

The HSAPC reports to the DHS Secretary.

6. Agency Responsible for Providing Necessary Support:

DHS provides financial and administrative support to the HSAPC. Within DHS, the Office of Partnership and Engagement provides this support.

7. Estimated Annual Operating Costs and Staff Years:

The estimated annual operating cost of the HSAPC is \$500,000, which includes travel and other administrative expenses, plus two (2) full-time equivalent employees to support the Council.

8. Designated Federal Officer:

A full-time employee of DHS will be designated by the Secretary as the HSAPC Designated Federal Officer (DFO). The DFO or the Alternate DFO will approve or call HSAPC meetings; approve meeting agendas; attend all committee and subcommittee meetings; adjourn any meeting when the DFO determines adjournment to be in the public interest; and chair meetings in the absence of the Chair or Vice Chair, or as directed by the Secretary.

9. Estimated Number and Frequency of Meetings:

Meetings of the HSAPC are held at the approval of the Secretary, but typically take place quarterly. Additional meetings may be held at the direction of the Secretary. HSAPC meetings are open to the public, unless a determination is made by the Secretary in accordance with DHS policy and directives, that the meeting should be closed in accordance with Title 5, United States Code, subsection (c) of section 552b, *The Sunshine Act*.

10. Duration:

Continuing.

11. Termination:

This charter is in effect for two years from the date it is filed with Congress (not including any charter amendments) unless terminated sooner. The charter may be renewed prior to the end of this two-year period in accordance with 6 U.S.C. § 451(b) and section 14 of FACA.

12. Member Composition:

The HSAPC will consist of up to 30 members who are appointed by and serve at the pleasure of the Secretary. All members are appointed as Representative members. Members will not serve as Special Government Employees, defined in section 202(a) of Title 18, United States Code.

Appointments will be made without regard to political affiliation. In order for DHS to fully leverage broad-ranging experience and education, the HSAPC must be diverse with regard to

the stakeholders represented. DHS is committed to pursuing opportunities, consistent with applicable law, to compose a committee that reflects the diversity of the nation's people.

To leverage the broadest range of professional experience as well as diverse, inclusive membership, HSAPC Representative members will represent one or more of the categories below:

- a) Academic associations;
- b) School safety, campus safety, public safety, or emergency management associations;
- c) State, local, or tribal law enforcement or related association;
- d) President or Chancellor of a public or private:
 - Four-year college or university,
 - Two-year community college, or
 - Minority Serving Institution (MSIs);
- e) Superintendent or comparable of a K-12 public school system;
- f) President or CEO of an Education Employee Association or Education Employee Labor Organization; and/or
- g) President or CEO of a private sector company, non-governmental organization, or civil society.

Members will serve initial appointments of two (2) years and approximately one-third of the terms shall expire each year in order to promote membership continuity and currency of expertise. However, members may be appointed to serve consecutive terms. In the event the HSAPC terminates, all appointments to the HSAPC terminate.

Officers:

The Secretary of Homeland Security will appoint one HSAPC member as Chair and one as Vice Chair. The Vice Chair will act as Chair in the absence or incapacity of the Chair or in the event of a vacancy in the office of the Chair. The term of office of the Chair and Vice Chair will be one year, and members may serve more than one term.

13. Subcommittees:

The Secretary establishes subcommittees for any purpose consistent with this charter. Subcommittees may be composed of HSAPC and non-HSAPC members. All non-federal and non-HSAPC subcommittee members must complete a non-disclosure agreement and gratuitous services agreement. The DFO, with the consultation of the HSAPC Chair, will designate a Chair for each of the subcommittees from among the HSAPC's members.

Subcommittees may not work independently of the chartered committee and must present their work to the HSAPC for full deliberation and discussion. Subcommittees have no authority to make decisions on behalf of the HSAPC and may not report directly to the federal government or any other entity.

14. Recordkeeping:

The records of the HSAPC, and its subcommittees, will be handled in accordance with General Records Schedule 6.2. These records will be available for public inspection and copying, in accordance with the *Freedom of Information Act* (Title 5, United States Code, section 552), where applicable.

15. Filing Date:

1/25/2024
Department Approval Date

1/25/2024
GSA/CMS Consultation Date

1/26/2024
Date Filed with Congress