

**CHARTER OF THE FEDERAL COMMUNICATIONS COMMISSION'S  
ADVISORY COMMITTEE ON  
DIVERSITY AND DIGITAL EMPOWERMENT**

**1. The Committee's Official Designation**

The official designation of this federal advisory committee is the "*Advisory Committee on Diversity and Digital Empowerment*" (hereinafter the Committee).

**2. Authority**

The Committee is hereby authorized at the direction of the Chairman of the Federal Communications Commission (hereinafter the Commission) and in accordance with the provisions of the Federal Advisory Committee Act (FACA) as amended, 5 U.S.C., App. 2.

**3. The Committee's Objective and Scope of its Activities**

The mission of the Committee is to make recommendations to the Commission on how to empower disadvantaged communities and accelerate the entry of small businesses, including those owned by women and minorities, into the media, digital news and information, and audio and video programming industries, including as owners, suppliers, and employees. It is also to provide recommendations to the Commission on how to ensure that disadvantaged communities are not denied the wide range of opportunities made possible by next-generation networks. This Committee is intended to provide an effective means for stakeholders with interests in these areas to exchange ideas and develop recommendations to the Commission on media ownership and procurement opportunities, empowering communities in order to spur educational, economic, and civic development, and consumer access to digital technologies. The Committee's work is intended to enhance the Commission's ability to carry out its statutory responsibility to promote policies favoring diversity of media voices, localism, vigorous economic competition, technological advancement, and promotion of the public interest, convenience, and necessity.

**4. Description of Duties**

The duties of the Committee will be to provide recommendations to the Commission on ways to empower disadvantaged communities in connection with the media, digital news and information, audio and video programming issues, and access to next-generation networks outlined above, as requested by the Commission. In formulating its recommendations, the Committee may gather and develop data, examine industry trends and practices, and consider both industry-based solutions, as well as targeted regulatory or legislative solutions to respond to the challenges identified by the Committee.

**5. Official to Whom the Committee Reports**

The Committee shall report to the Chairman of the Commission. The Chairman of the Commission shall appoint the members of the Committee, including the Chair of the Committee.

## **6. Agency Responsible for Providing the Necessary Support**

The Commission will provide the facilities and support staff necessary to conduct meetings of the Committee. Private sector members of the Committee will serve without any government compensation and will not be entitled to travel expenses or *per diem* subsistence allowances.

## **7. Estimated Annual Operating Costs in Dollars and Staff Years**

Annual operating costs associated with supporting the Committee's functions are estimated to be \$245,000, which includes Commission staff time equivalent to 2 FTEs.

## **8. Designated Federal Officer**

A full-time or permanent part-time employee, appointed by the Chairman of the Commission, will serve as the Designated Federal Officer (DFO). The DFO will approve or call all of the Committee and subcommittee meetings, prepare and approve all 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 when directed to do so by the Chairman of the Commission.

## **9. Committee Meetings**

The Committee shall meet approximately two (2) times a year. Meetings of the Committee shall be open to the public and timely notice of each meeting shall be published in the Federal Register and shall be further publicized through other appropriate vehicles.

## **10. Subcommittees**

The Committee may, with agency approval, work through informal subcommittees, or other subgroups of the Committee, which shall report their activities to the Committee as a whole. It is anticipated that the work of subcommittees will be conducted primarily through telephone calls, e-mail correspondence, and e-mail discussion lists. Recommendations of subcommittees must be reported to the Committee as a whole, and only as modified or ratified by the Committee as a whole may such recommendations be reported to the Chairman of the Commission.

## **11. Duration**

The term of the Committee shall be two years, but the Committee shall be terminated earlier if its work is completed before the end of its term.

## **12. Termination**

The Committee shall terminate two years from the date of this Charter, unless renewed for an additional term prior to the termination date.

## **13. Membership**

Members of the Committee are appointed by the Chairman of the Commission in consultation with appropriate Commission staff. The Committee will consist of approximately 30-35 members who will be appointed either as Representatives or as Special Government Employees (SGEs) as necessary.

Members will be selected to balance the expertise and viewpoints that are necessary to address effectively the issues to be considered by the Committee. Members will reflect a wide variety of interests, including those of minorities and women, consumers, civil rights, public interest and industry, and should be prepared to serve a two-year term and participate regularly in the deliberations of at least one subcommittee.

#### **14. Recordkeeping**

Records of the proceedings will be kept, as required by applicable laws and regulations. All records of the Committee, its subcommittees, and any other subgroups of the Committee, shall be handled in accordance with General Records Item 6.2, or other approved agency records disposition schedule. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552.

#### **15. Filing Date**

**July 5, 2019**