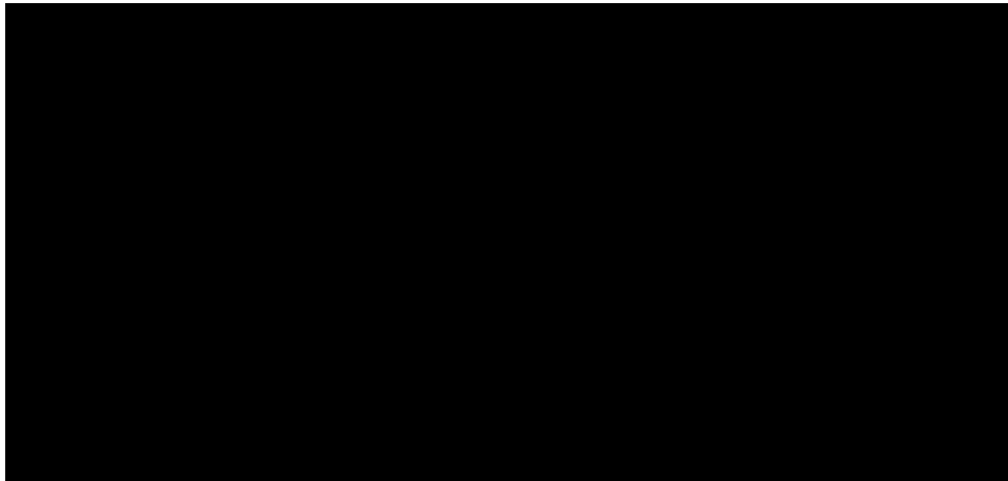


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EYES ONLY

CAREER SERVICE PANEL
Minutes of the Meeting
10 October 1972

25X1A9a



1. The meeting was called to order by the Chairman at 0907 hours.

2. There was one addition to the agenda for 10 October 1972:

8. New business

a. Professional Ranking Evaluation
Criteria

25X1A9a

25X1A9a

3. [redacted] moved to approve the minutes for 11 September 1972 as written. [redacted] seconded the motion. Vote unanimous. Motion carried.

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25X1A9a

4. [redacted] submitted his monthly report to the CSP members in written form. (Copy attached) [redacted] also distributed information material on fitness report ratings for DD/S&T components and the Agency, as requested by [redacted] at the 11 September 1972 meeting.

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25X1A9a

25X1A9a

5. [redacted] reported to the Panel that he still had a request in for Dr. Stevens to attend the CSP meeting. He stated that when the Panel is reconstituted, based on the new reorganization, Dr. Stevens will come to the meeting and tell the CSP members what their charge is.

E2 IMPDET
CL BY 464869
WN -SISAMI

EYES ONLY
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EYES ONLY

6. The Career Development Plan will be circulated to all CSP members, and a final review will be completed at the next CSP meeting.

25X1A9a

7. [REDACTED] stated that the revised ORD Charter had been circulated at the last CSP meeting. He further stated that no action was taken at that time, but the CSP had decided to table the discussion on the revised Charter until the 10 October meeting in order to give CSP members an opportunity to review.

8. The CSP's actions and decisions on the second revision of the revised Charter were as follows:

1. GENERAL No change

2. ORGANIZATION
(1) (2) (3) No change

2. ORGANIZATION
(4)

25X1A9a

[REDACTED] moved that the second sentence in (4) be changed to: "Two Deputy Chiefs will serve simultaneously." Three members voted in favor and two members opposed the motion. Motion carried.

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[REDACTED] moved that the first sentence in (4) be changed to: "Deputy Division Chiefs will serve in a rotating membership position for three months duration without any voting rights." There was no second to the motion. Motion was lost for lack of a second.

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[REDACTED] moved that subparagraph (4) under ORGANIZATION AS AMENDED ¶6 read: "Two Deputy Chiefs will serve simultaneously." be accepted as written. [REDACTED] seconded the motion. Motion carried. 25X1A9a

2. ORGANIZATION
(5) and (6) No change

2. ORGANIZATION
b. No change

2. ORGANIZATION
c.

Change first sentence to read: "The minutes of the CSP meetings will be recorded and distributed

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~~EYES ONLY~~

8. (Continued)

2. ORGANIZATION
- c. (Continued)

EYES ONLY to CSP permanent members."

3. RESPONSIBILITY

An additional sentence was added to this paragraph as follows: "Some of these responsibilities and duties may be delegated to subpanels or committees by the CSP."

25X1A9a

██████████ moved that modification of 3. RESPONSIBILITY be incorporated to the revised Charter. ██████████ seconded the motion. Vote unanimous. Motion carried.

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4. FUNCTIONS
- a.

Changed to read: "The ORD Career Service Panel will develop and monitor a career management program for all personnel of the Office and advise the D/ORD in the following matters.

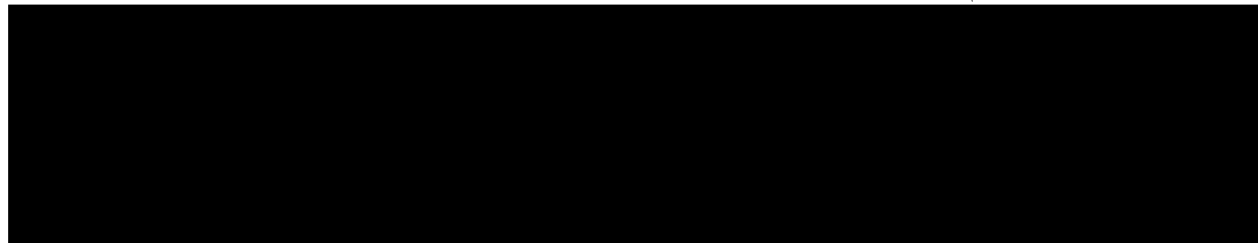
25X1A9a

9. ██████████ moved that the ORD CSP Charter as amended on 10 October 1972 be accepted and sent to the D/ORD for approval. ██████████ seconded the motion. Vote unanimous. Motion carried.

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10. The CSP used the following lists to choose nominees for the DD/S&T Career Development Course #7, running from 8 January - 31 May 1973:

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11. ██████████ moved that due to reorganization and readjustment of people and problems within ORD, it would serve both the interest of the Office and ORD personnel to forego participation in selecting nominees for the DD/S&T Career Development Course. Two members voted in favor and three members opposed the motion. Motion lost for lack of a majority vote of those present.

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EYES ONLY

12. The following employees were considered by the CSP/ORD in a final selection for a principal and alternate nominee to attend the DD/S&T Career Development Course:

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[REDACTED]

13. Principal and Alternate selected:

25X1A9a [REDACTED] IP&A/ORD - Principal

GS-13
Age - 29
EOD with Agency - September 1969

25X1A9a

[REDACTED] PD/ORD - Alternate

GS-14
Age - 40
EOD with Agency - July 1955

(10 October 1972 - the above nominations were sent to D/ORD. [REDACTED] GS-14, Age 35, EOD with Agency June 1966, was selected by the D/ORD.)

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25X1A9a

14. [REDACTED] suggested that the CSP/ORD be given a list of training available in the Agency. He thought a review of the first five employees on the ranking list of GS-12s, GS-13s and GS-14s as to what training they have taken while in the Agency should be made. This information, he stated, should then be made available to the CSP in order that they might compile a list of people who might attend these regularly scheduled courses. No action was taken but

25X1A9a

[REDACTED] stated he would review this information material when received from the Training Officer.

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15. [REDACTED] stated that the Special Panel/ORD would issue their minutes to the CSP/ORD members in order that they might be informed of the activities undertaken by the Panel. This would also give the CSP members an opportunity to discuss any questions they might have with the Chairman of the Special Panel.

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16. [REDACTED] stated that the Evaluation Criteria Subpanel had made two recommendations: (1) Ranking and Evaluation Criteria and (2) the need for two lists: (a) Ranking List and (b) Promotability List. The latter aspect of the report was not considered in the motion made by [REDACTED] in Item 11, CSP meeting on 11 September 1972.

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17. [redacted] moved to recommend that the CSP/ORD adopt and implement the recommendation as specified in the report from the Subpanel for Evaluation Criteria, dated 6 September 1972. Vote was unanimous. Motion carried.

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18. [redacted] moved that the meeting be adjourned. [redacted] seconded the motion. Vote unanimous. Meeting adjourned at 1135 hours.

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[redacted]

Executive Secretary
Career Service Panel/ORD

2 Attachments 25X1A9a

- 1. Report - [redacted]
- 2. Fitness Report Ratings - DD/S&T & Agency

APPROVED:

25X1A9a

[redacted]

Chairman, CSP/ORD/DD/S&T

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OFFICE OF RESEARCH AND DEVELOPMENT
CAREER SERVICE PANEL MEETING
10 OCTOBER 1972

PROMOTIONS

None 25X1A9a

ADDITIONS

[REDACTED] Secretary Steno, GS-6 from Office of Personnel to Data Sensing and Processing Division/ORD on 25 September 1972.

REASSIGNMENTS

TO 25X1A9a (September 1972)

[REDACTED] SPS-004, Phys. Scien.-Res
[REDACTED] Phys. Scien.-Res.
[REDACTED] Phys. Scien.-Res.
[REDACTED], Computer Specialist

TDY PENDING REASSIGNMENT

25X1A9a [REDACTED] Clerk Typist, GS-5 from Data Sensing and Processing Division to OCS for 30 day detail.

RESIGNATIONS

25X1A9a [REDACTED] Secretary Steno, GS-7, Life Sciences Division on 6 October 1972 to join National Bureau of Standards.

RETIREMENTS

None

QUALITY STEP INCREASES

25X1A9a [REDACTED] GS-7, step 5 to GS-7, step 6 on 2 October 1972 (D/ORD)

25X1A9a [REDACTED] GS-13, step 2 to GS-13, step 3 on 2 October 1972 (Formerly with AN/ORD)

TRAINING NOTES

25X1A9a [REDACTED] Scientific Advisor/D/ORD has been approved by the Federal Executive Institute to attend the Residential Program in Executive Education from 22 October to 15 December 1972.

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CAREER SERVICE PANEL MEETING
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TRAINING NOTES (Cont'd)

25X1A9a

[REDACTED] Special Assistant, D/ORD has been approved by Brookings Institution to attend the Conference for Management and Program Executives from 14 - 26 January 1973 at Williamsburg, Va.

25X1A9a

[REDACTED] Chief, Special Projects Group has been approved by Brookings Institution to attend the Conference for Science Executives from 25 - 30 March 1973.

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[REDACTED] GS-14, formerly with AN/ORD and now transferred to OEL has been approved to attend the Midcareer Executive Development Course from 5 November - 22 December 1972.

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