

NCAB Strategic Planning

June 9, 2003

Specific Objectives:

- **To review current and future activities, roles and responsibilities.**
- **Describe and agree how NCAB could make a more significant contribution to NCI's strategic direction.**
- **Address issues of communication and coordination among NCI advisory boards.**

NCAB Strategic Planning 2003

Robert Mittman

Facilitator

Tom Benthin

Graphic Recorder

Andrew von Eschenbach

Cherie Nichols

Paulette Gray

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Reasons for presenting to the EC:

- **How do our deliberations and ideas resonate with the EC of the NCI?**
- **Did we hit the mark, overshoot, or miss important opportunities?**
- **Strong desire to be useful to the Director and the Division Heads.**

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Concluded there were three major strategic roles for NCAB (in addition to required grant approval activities).

- 1. Vetting the NCI's vision and plans.**
- 2. Monitoring execution of NCI's strategic plans and the Director's progress in implementing those activities.**
- 3. Asking probing questions about issues confronting the NCI and the NCI's vision and plans ("critics transformed into wise**

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Recommended formation of NCAB Working Group to address:

- Determine the best ways to implement the **three major roles** of the NCAB.
- Determine how to maximally and effectively utilize NCAB member's time commitment.
- Establish a process for monitoring and changing NCAB subcommittees on an annual basis.

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Working Group — August 8, 2003

John Niederhuber

Cherie Nichols

Larry Norton

Paulette Gray

Marlys Popma

Lydia Ryan

James Armitage

Frank Prendergast

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Working Group reviewed NCAB Subcommittees:

- 1. Activities and Agenda**
- 2. Cancer Centers**
- 3. Clinical Investigations**
- 4. Special Actions**
- 5. Planning and Budget**
- 6. *Ad Hoc* Subcommittees (Communications, Confidentiality of Patient Data, Bioinformatics Vocabulary)**

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WG Plan for Vetting NCI's Vision and Plans:

February Meeting

- **Draft of NCI Bypass Plan & Budget**

June Meeting

- **Review of Progress toward final Bypass Budget**
- **Annual DCLG Chair Report**

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WG Plan for Vetting NCI's Vision and Plans:

September Meeting

- **Final draft Bypass Budget**
- **Annual Reports of BSA, BSC Chairs**

December Meeting

- **Annual Report of Director**
- **Intramural Reports**
- **Extramural Program Updates**
- **Review of NCAB Subcommittees**

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WG Plan to Establish a Process to Report the NCI Director's Progress in Implementing the NCI's Strategic Plan and Other Activities:

- **Annual NCI Director's Report**
- **NCAB will review and comment on NCI goals (2015 Plan and Bypass Budget), milestones and progress**
- **NCAB to do selected tours within NCI**
- **Periodic and annual reports of subcommittees**
- **Review status of subcommittee portfolio**

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WG Plan for “Asking Probing Questions”:

- **Provides information to NCAB members in sufficient time before meeting**
- **Provides 1-2 page summaries of presentations in advance of meeting**

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WG Plan for Enhancing Communication and Coordination:

- **Invite Chairs of BSA, BSC and DCLG to give annual report to NCAB**
- **Explore feasibility of appointing NCAB member(s) as liaison to other advisory boards**
- **Include minutes of BSA, BSC and DCLG in NCAB meeting book**
- **Establish vehicle for regular discussions between chairs of BSA, BSC, DCLG and NCAB**

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WG Plan for Enhancing Communication and Coordination (cont.):

- **Regular NCAB meeting report from Office of Communications and Office of Strategic Dissemination**
- **Consider forming a Communications and Strategic Dissemination Subcommittee**
(current *ad hoc* Subcommittee on Communications)
- **Regular reports from each NCI Division at NCAB meetings**