



DEPARTMENT OF THE NAVY  
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SECNAVINST 1520.12  
ASN(M&RA)  
02 May 1990

SECNAV INSTRUCTION 1520.12

From: Secretary of the Navy

Subj: SECRETARY OF THE NAVY FELLOWS PROGRAM

1. Purpose. To provide information, policy and procedural guidance for administration of the Secretary of the Navy Fellows Program at Navy academic institutions.
2. Supersession. This instruction supersedes previous Memoranda of Agreement that have governed the program.
3. Background. In support of the Navy's commitment to the professional education of the officer corps, the Fellows Program was established in 1985. It has since brought promising and distinguished civilian scholars and experts to serve on the faculty of the Naval War College and the U.S. Naval Academy, benefiting the students and enhancing recognition of Navy excellence in strategic studies. The Naval Postgraduate School will gain Fellows in the near future.
4. Objectives. To reflect the differing requirements of professional, graduate and undergraduate level Navy education, the program has been developed to meet the following objectives:
  - a. Attract to the Naval Academy distinguished scholars from various academic fields, with proven records of excellence in college-level teaching, for a one-year, reduced teaching load fellowship with emphasis on direct interaction with midshipmen.
  - b. At the Naval War College, attract dynamic, respected civilian scholars, defense analysts, and other expert opinion-makers, for a one-year Fellowship with emphasis on research in strategy and national security and a limited teaching commitment.
  - c. When instituted at the Naval Postgraduate School, attract outstanding, nationally-recognized experts and scholars, in national security affairs and in the sciences, technology, and administration for a one-year, reduced teaching load Fellowship emphasizing graduate-level research supervision.
  - d. By their participation in research, instruction and campus life at various Navy institutions, the Fellows should enhance the quality of the academic environment; and upon completion of their fellowship, have a greater understanding of Navy roles and missions. To take best advantage of each



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individual's expertise and interest, participating institutions should not attempt to direct the research undertaken by the Fellows into specific Navy requirements. However, in unique circumstances, the performance of such Navy-related research could be made a precondition of recruitment and appointment.

5. Discussion. Given that the most qualified candidates will be those most widely sought-after for employment within their fields of expertise, a selection process executed on schedule is paramount. Further, appropriate compensation must be offered for the SECNAV Fellow position to be competitive with other opportunities open to the selected scholars.

6. Action. To meet the objectives of the Fellows program outlined above, the following guidelines are established:

a. With available funding, each school may offer up to seven Fellowships. The term of the Fellowship will normally be one year, but the option to renew may be exercised by the participating institution for not more than three years.

b. Prior to beginning the selection process each year, participating institutions will meet with the Secretary of the Navy (or his designated representative) to discuss and establish guidelines for candidate qualifications, fields of study, and the candidate search process.

c. Each school will establish appropriate candidate search and nomination procedures. Close coordination with the Secretariat point-of-contact is recommended to permit high level advocacy as required to recruit the strongest candidates. The nomination package for the following academic year will be forwarded to reach the Chief of Naval Operations (OP-09B) by 01 November, and the Secretariat no later than 15 November. Final action will be taken by the Secretary by 30 November.

d. Nomination packages should provide a prioritized listing of the recommended candidates (including several alternates) with supporting rationale and documentation.

e. Once approved for appointment, the participating institution will negotiate duties and compensation with each Fellow individually. The duties of Fellows should be primarily oriented towards research and other specific projects agreed to mutually by the school and the Fellow, allowing for direct interaction with students.

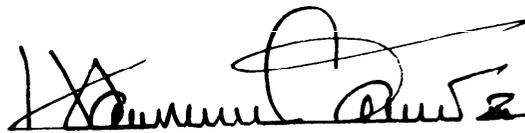
f. At each institution, a senior member of the academic faculty will be designated as an advocate and point-of-contact for the Fellows. Appropriate administrative support will also be provided during their appointment which recognizes the unusual aspects of fellow research.

g. Participating institutions will formally orient the

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Fellows to their institution and the Navy upon their arrival. Opportunities for visits to fleet units should be allowed as feasible.

7. Report. The reporting requirement contained in this instruction is exempt from reports control by SECNAV Instruction 5214.2B.



H. Lawrence Garrett, III  
Secretary of the Navy

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