



DEPARTMENT OF THE NAVY  
OFFICE OF THE COMMANDANT OF MIDSHIPMEN  
UNITED STATES NAVAL ACADEMY  
101 BUCHANAN ROAD  
ANNAPOLIS MARYLAND 21402-5100

COMDTMIDNINST 1650.14A  
LEAD  
AUG 20 2019

COMMANDANT OF MIDSHIPMEN INSTRUCTION 1650.14A

From: Commandant of Midshipmen, U.S. Naval Academy

Subj: ADMIRAL JAY L. JOHNSON PROFESSOR OF LEADERSHIP AND ETHICS

Ref: (a) Restricted Gift Agreement of 5 Dec 12  
(b) COMDTMIDNINST 7130.1

Encl: (1) Proposal Template  
(2) Gift and Museum Fund Budget Submission

1. Purpose. To establish policy for eligibility and selection of civilian and permanent military faculty for the Admiral Jay L. Johnson Professor of Leadership and Ethics and outline the procedures for expending the designated funds.

2. Cancellation. COMDTMIDNINST 1650.14.

3. Scope and Applicability. This instruction applies to members of the U.S. Naval Academy.

4. Background. The Admiral Jay L. Johnson Professorship in Leadership and Ethics was established by the General Dynamic Corporation in recognition of former Chief of Naval Operations Admiral Johnson upon his retirement as company Chief Executive Officer. Per reference (a), the professorship fund is to be "used solely for the retention and support of existing faculty by means of a salary supplement to a budgeted line position" with the stated objective to "support, recognize and retain outstanding senior faculty, ensuring them the resources to remain at the forefront of their fields and lead teaching and research efforts in key areas." Professorship funding may also be used "to pay related program expenses as travel, research, conference participation, visiting lecturers, administrative support, etc."

5. Description

a. The professorship will provide support, recognition, and enhancement of the teaching, research, and scholarly activities of Leadership Education and Development (LEAD) Division faculty (military and civilian) and other U.S. Naval Academy faculty in support of the LEAD Division mission.

b. The support provided by the Professorship is expected to increase the margin of excellence in LEAD Division's contribution to the U.S. Naval Academy mission to develop leaders to serve the Nation.

6. Eligibility

a. The Professorship will normally be awarded each Academic Year to one or more permanent military or civilian faculty member(s) whose work exemplifies the highest standards of excellence, dedication to the values and goals of the U.S. Naval Academy, and innovation in teaching or research. While the stated purpose of the professorship is for senior faculty, Assistant Professors and Junior Permanent Military Professors are encouraged to apply if their intended research or scholarly work will make a meaningful contribution to the LEAD Division mission.

b. The Professorship may be awarded to temporary or visiting senior military officers or civilians who are serving on the U.S. Naval Academy faculty at the invitation of the Academic Dean and Provost or who have been invited to the U.S. Naval Academy to conduct research and scholarly activities by and with the faculty of the LEAD Division.

7. Selection Procedures. Proposals for civilian and permanent military faculty will be submitted annually to allow the selection committee sufficient time to review and make recommendations to the Academic Dean and Provost.

a. Proposals should be formatted using enclosure (1) and include a description of the following:

(1) context and motivation of the research or scholarly project.

(2) an explanation of how the project supports the mission of the LEAD Division.

(3) a description of the proposed project to include the scope and timeline.

(4) an explanation of the tangible products and benefits.

(5) an outline of the proposed budget to include travel and any outside faculty or organizations that would be involved or hired.

(6) and a plan to assess the successful completion of this project.

Note: Proposals should also include the most recent copy of the applicant's Curriculum Vitae (CV). When preparing a proposed budget, keep in mind that the maximum amount awarded annually is \$50,000 and that this annual amount has historically been shared among two or three awardees.

b. When evaluating faculty proposals, the Committee will consider:

(1) How the proposed work meets the missions of the U.S. Naval Academy and LEAD Division. Primary consideration will be given to proposals that have a tangible component the LEAD Division could benefit from, particularly in any of the four core courses (NL110, NE203, NL310 and NL400).

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(2) The feasibility of the work based on proposed timelines and available resources.

(3) The ability of the faculty member(s) to complete the work based on a proven track record as evidenced in their CV and their Department Chair endorsement.

c. The Selection Committee will forward the final selection through the LEAD Division Deputy Commandant and the Commandant of Midshipmen to the Academic Dean and Provost by 1 March each year. The Academic Dean shall make a final determination in selecting the recipient(s) of the professorship.

8. Selection Committee. At the beginning of each Spring semester, the LEAD Division Deputy Commandant will form an Ad Hoc Selection Committee. The committee will consist of the Senior Professor for LEAD Division, a Senior Professor from another U.S. Naval Academy division, the U.S. Naval Academy Director of Research and Scholarship, and a representative from the Leadership Research Enterprise. Any designated committee members that intend to submit a proposal for the professorship will recuse themselves from the committee and be replaced by a member of comparable qualification as determined by the LEAD Division Director.

9. Recognition. Presentation of certificate formally recognizing the selectee(s) will be made at the annual Faculty Dedication Ceremony at the end of the Academic Year.

10. Reporting. Per reference (a), the professorship selectee/s will coordinate with the LEAD Division Director and the U.S. Naval Academy Foundation to report progress and achievements made possible by the professorship to General Dynamics and to Admiral Jay L. Johnson.

#### 11. Expending Professorship Funds

a. Per reference (a), "It will be the responsibility of the Deputy Commandant, LEAD Division, with the approval of the Commandant of Midshipmen, to set priorities and plan expenditures."

b. Per reference (b), a quarterly spend plan using enclosure (2) will be submitted by the awardee(s) by 15 March, reviewed by the LEAD Division Deputy Commandant, and forwarded for approval by the Commandant of Midshipmen, through the Commandant's Cost Center Financial Manager.

c. To the extent that regulations and policy allow, the Professorship may be used to support or supplement the base labor controls of civilian faculty during the academic year or during the summer intercessional period. The Professorship may also be used to support travel and research activities of military or civilian faculty, as well as provide compensation for research time by military or civilian faculty through the hiring of adjunct teaching faculty.

12. Records Management

a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned for the standard subject identification codes (SSIC) 1000 through 13000 series per the records disposition schedules located on the Department of the Navy/Assistant for Administration (DON/AA), Directives and Records Management Division (DRMD) portal page at <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>.

b. For questions concerning the management of records related to this instruction or the records disposition schedules, please contact your local records manager or the DON/AA DRMD program office.

13. Review and Effective Date. Per OPNAVINST 5215.17A, the LEAD Division will review this instruction annually on the anniversary of its effective date to ensure applicability, currency, and consistency with Federal, DoD, SECNAV, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will automatically expire 5 years after effective date unless reissued or canceled prior to the 5-year anniversary date, or an extension has been granted.



T. R. BUCHANAN

Distribution:  
Non-Mids (Electronically)

PROPOSAL TEMPLATE

1650  
(DATE)

From: Civilian or Permanent Military Faculty Name  
To: Admiral Jay L. Johnson Professor Selection Committee  
Via: Chair, Academic Department

Subj: PROPOSAL FOR ADMIRAL JAY L. JOHNSON PROFESSORSHIP

Ref: (a) COMDTMIDNINST 1650.14  
(b) As required

Encl: (1) Curriculum Vitae  
(2) As required

1. Background. Describe the context and motivation of this research or scholarly project. Include in your description how your project supports the mission of the Leadership Education and Development (LEAD) Division.
2. Proposal Description. Describe the proposed research or scholarly project, to include the scope and timeline.
3. Products or Deliverables. Describe the tangible products and benefits of this research or scholarly project.
4. Proposed Budget. Outline the proposed budget to support this research or scholarly project.
5. Assessment. Describe the metrics you will use to judge the successful completion of this project.

F. MI. LAST NAME

**GIFT AND MUSEUM FUND BUDGET SUBMISSION**

Fiscal Year: 2020/2021

Gift Fund Account: Admiral Johnson Professor in Leadership and Ethics (69040)

Account Manager: CAPT Bernacchi

Source of Funds: Foundation Gift Fund Account, 671200, General Dynamics

Budget Item/Requirement	4 <sup>th</sup> Qtr	1 <sup>st</sup> Qtr	2 <sup>nd</sup> Qtr	3 <sup>rd</sup> Qtr	Total
Example - labor					
Example - conference fees					
Example - travel					
Example - materials					
Example - other					
Total Funds Requested					

Signatures below hereby certify that the requirements identified above are necessary and further an official purpose of the Naval Academy for which the donated funds were provided. The Naval Academy cannot accomplish the function as satisfactorily or effectively without the requirements; and they do not violate any restrictions imposed by the donor on the use of the funds.

This form must be approved and signed by the Cost Center Head prior to incurring any obligations.

Submitted: \_\_\_\_\_ Account Manager: \_\_\_\_\_ Date

First Endorsement: \_\_\_\_\_ Cost Center: \_\_\_\_\_ Date  
Financial Manager

Second Endorsement: I certify that all requirements and source of funds have been identified.

\_\_\_\_\_ Cost Center Head \_\_\_\_\_ Date