

DISAM Curriculum Review Minutes

17-18 February, 2016

13 May 2016

Executive Summary

The DISAM 2016 Curriculum Review took place 17-18 Feb 16 in DISAM spaces at Wright Patterson AFB.

The DISAM 2016 Curriculum Review was geared to be a transitional meeting integrating a more structured program plan development and review process along with greater interaction with DSCA leadership on aligning Security Cooperation Enterprise education and training requirements. The new structure will be implemented between the 2016 and 2017 academic year. It is anticipated that the next event will be held in November, 2016. More instructions on this and the entire process will be forthcoming from DSCA/DISAM to the SC Community in upcoming months.

Day 1 of the Curriculum Review began with plenary presentations by the DSCA Deputy Director and DISAM Commandant followed by course roll-up presentations provided by DISAM's three primary instructional directorates – Directorate of Management Studies (DM), Directorate of International Studies (DI), and a Directorate of Online Learning (DO). The roll-ups provided a summary of each DISAM formal course to the meeting attendees which covered an overview, course objectives, course demand, particular issues, and possible changes anticipated for each course.

The morning of Day 2 kicked off with two separate individual course review sessions attended by representatives of their primary constituency organizations. The courses reviewed were the SCM-C (CONUS) Course by DM and the SCM-AO (Action Officer) Course by DI. There was also some particular discussion in the DI session regarding the SCM-O (Overseas) Course to include a presentation by DAU regarding Acquisition training for SCO personnel, in conjunction with the "Better Buying Power" (BBP) 3.0 initiative underway by AT&L.

Prior to the end of Day 2, DSCA's Directorate for Administration and Management and RAND presented an update DSCA's Human Capital Strategy and an ongoing Security Cooperation Community Workforce Study (being conducted by RAND) looking at career implications of education, training, and experience on the workforce. Additionally, the Joint Center for Security Force Assistance (JCISFA) provided an update on their Security Cooperation Survey focused on training shortfalls for SC planners and practitioners.

All items are listed IAW the DISAM Curriculum Review agenda at Tab A.

Meeting Minutes

1. Welcome/Administration & Introductions/Agenda Overview

- i. Briefer: Mr. Tom Dop; Director of Academic Support, DISAM
- ii. Summary: Mr. Dop welcomed everyone to DISAM's 2016 Annual Curriculum Review. All participants introduced themselves.

2. DSCA Deputy Director Comments

- i. Briefer: Ms. Jen Zakriski; Deputy Director, DSCA
- ii. Summary: Review of DSCA Vision 2020, published in October, 2015. The purpose of Vision 2020 is to review internal processes that DSCA owns, determine "what DSCA can improve within itself" and voice that vision to its partners (Foreign Partners, State Dept., SC Community). Annual updates will be published so DSCA and the community can track progress. Some key areas of focus for DSCA were presented, including industry engagement, IRT re-organization, transparency, and fee structure review.

Ms. Zakriski discussed "Full Spectrum Capability" which includes everything we do with our foreign partners to make them regional security providers. DSCA is looking at the entire FMS process to determine the areas where cases get "stuck" and possible solutions to fix related issues. For example, DSCA has found that acquisition is one area where things get held up. DSCA is working with the acquisition community to identify and resolve issues.

Conclusion- Taking a step back from execution and reviewing the systemic issues causing issues for DSCA and their partners has been key to success.

3. DISAM Mission Update

- i. Briefer: Dr. Ron Reynolds; DISAM Commandant
- ii. Summary: DISAM is working to increase cooperation and communication with the DSCA IRTs. DISAM can update the curriculum quickly and have new items in course materials by the next course session. DISAM, as part of the DISAM Strategic Review with DSCA, will formalize the process of reviewing curriculum. Items briefed/discussed during the DISAM Mission Update included:

- Each student registers themselves for his/her particular online class. The exceptions are students approved for enrollment in certain courses with pre/co-requisites such as the resident Security Cooperation Management Logistics Support Course (SCM-CS) will also be enrolled in the online SCM-CS course (SCM-CS-OL) prerequisite – an online refresher to best prepare each student for the follow-on resident course. This is also true for International Program Security Requirements (IPSR) online modules for the Security Cooperation Management - Overseas (SCM-O) and Security Cooperation Management - Action Officer (SCM-AO) courses.
 - DISAM is working with industry associations to offer three industry courses a year, anticipated to reach over 100 students annually. While primarily industry attends the course, several seats are reserved for USG representatives. The group discussed the possible knowledge gap within industry and that, while we want to help industry work with us, we cannot train everyone that works in industry. DSCA requested that DISAM provide feedback from the industry class (e.g., questions asked, issues raised) to

DSCA and the Implementing Agencies to increase awareness and allow further discussion. (*See Action Item 1.*)

- DISAM worked with the DSCA SA&E, DSCA IRTs and Geographic CCMDs to prioritize DISAM METs for FY16. This model worked well and is anticipated to be used for the future.
- In noting the broader context of SC Career Development, Ms. Jen Zakriski noted that we want to articulate an SC career path(s) and invest in the workforce.
- The AO course is taught using a mix of FMS Admin (salaries) and O&M (travel and other direct-course expenses) per the original guidance from DSCA and the SECDEF's Security Cooperation Reform Taskforce direction. DSCA stated they would work with their Office of General Counsel to review the funding sources for courses to ensure they are appropriate. The Navy (Ms. Truesdale) requested clarification on appropriate source of funding for students taking DAU and DAWIA-mandated training courses. DSCA (Beth Baker) agreed to take this Standard Level of Service/Admin-funding issue back to DSCA for a response.
- SCM-E (Executive Course) is best held in residence away from duty locations as executives tend to get drawn out of class. DISAM recommends executive course participants register online for class in Dayton, but if a DISAM team is already in town teaching a course they can conduct an abbreviated tutorial for select leaders or groups of leaders. This requirement needs to be articulated early in the scheduling process.

In concluding his presentation, Dr. Reynolds noted the expectations for this “transitional” DISAM Curriculum Review – that we are looking for all participants to make recommendations on any DISAM-related topic with regards to courseware and requirements.

4. Directorate of Management Studies Course Roll-Up

- i. Briefer: Major Melissa Horvath, USA; DISAM Deputy Director of Management Studies
- ii. Summary: Major Horvath gave an overview of all (11) DM courses, their objectives, course demand, issues, and possible changes anticipated.
 - a. Orientation Course, SCM-OC-OL (SCM-201): The group discussed the requirement for personnel to complete this NET 6 months and NLT 10 days prior to their attendance to SCM-C. The consensus was that employees should be encouraged to take this on-line course as early as possible upon assuming their position. (*See Action Item 2.*)
 - b. CONUS Course, SCM-C (SCM-301): The group recommended a small verbiage change in the course objective. (*See Action Item 3.*)
 - c. USG Executive and U.S. Defense Industry Course, SCM-E (SCM-311): Course objective, requirements and issues reviewed; no action items resulted.
 - d. Training Officer/Training Manager Course, SCM-TO/TM (SCM-341/342): Course objective, requirements and issues reviewed; no action items resulted.
 - e. Program and Case Management Course, SCM-CM (SCM-401): Questions surfaced

during the discussion as to the actual demand for this course. (*See Action Item 4.*)

- f. Financial Management Course, SCM-CF (SCM-411): A question resurfaced about the potential efficiency that could be gained if the CF and CM were consolidated. Many of the SCWD Level IV students require both, and by consolidation them we would offer those students a better curriculum --- with a potential option of using the first 3 days to cover common material, with the last 2 days used for unique financial or case management tracks. Options will be reviewed during the individual course reviews this coming cycle. (*See Action Item 5.*)
- g. Logistics Support Course, SCM-CS (SCM-421): Course objective, requirements and issues reviewed; no action items resulted.
- h. Case Reconciliation and Closure Course, SCM-CR (SCM-412): SCM-CR course is instructed primarily by the Services. DISAM sends one instructor to facilitate and help coordinate class management activities. DISAM will send Service specific SME who gains the benefit from hearing Service specific issues that can then be incorporated into future curriculum.
- i. Major International Acquisition Competitions Course, SCM- MIAC (SCM-416): This course has not been formally offered to date. DISAM conducted a prototype course in February 2015 with SMEs from various organizations to include DSCA, and military departments to validate the curriculum that had been built up to that time. Feedback from the various MILDEPs (done at the request of DSCA/STR) shows a potential demand of over 400 students needing the education. Before the course is formally scheduled/offered the course must be formally submitted to and approved by DSCA. If the course is approved, the funding source to be used for continuing/future curriculum development and payment for student travel must also be determined DSCA/DBO has determined that FMS Admin funds cannot be used, but there has been no O&M funding identified.
- j. International Programs Security Requirements Course, IPSR-OL (011): This course is mandated by OSD for anyone participating in international programs to any degree. The current mandate is being accomplished as a “one size fits all.” DISAM’s experience while teaching the course is that not everyone involved in international programs requires the same level of IPSR instruction and that perhaps it should be tiered. The group agreed and recommended that DISAM, in cooperation with DSCA, should develop a proposal for a tiered IPSR requirement which would then be provided to DTSA for coordination/approval. . DISAM has initiated dialogue with DTSA (in conjunction with DSCA/WPN) to review the MOA (from 2002) regarding DISAM responsibilities for instructing the SC workforce in IPSR. DAU is already using a tiered approach to IPSR which could be used as a model/precedent. A variety of actions were discussed regarding IPSR instruction. (*See Action Item 14.*)
- k. Industry Course, SCM-IN (SCM-211): The industry course has been revamped and has received high marks from participants. Currently DSCA OGC guidance is no tuition charge to industry for SCM-IN. The class is open to all who wish to register. Thirty to forty students attend each class dependent on hosting facility. It was noted that the

DSCA OGC determination on not charging industry tuition applied to all DISAM courses and not simply SCM-IN. Industry is responsible for paying for all student expenses to attend DISAM courses, but there is no “seat” charge for their attendance.

COL Robert Hamilton (USA War College) asked if some of these courses could be made available to SCO personnel (for larger SCOs). MAJ Horvath noted that 400 level courses are open to all students. Additionally, there are optional advanced tracks for 4th week of SCM-O recommended. Ms. Zakriski also noted the difficulty of scheduling advanced courses on pre-deployment orders.

5. Directorate of International Studies Course Roll-Up

- i. Briefer: Dr. Ernie McCallister; DISAM Director of International Studies
- ii. Summary: Dr. McCallister gave an overview of all (7) DI courses, their objectives, course demand, issues, and possible changes anticipated.

- a. Action Officer Course, SCM-AO: Dr. McCallister stated that requests for SCM-AO course offerings are the highest of all International Studies courses. Identifying and tracking demand is difficult, as is justification of resources to support. The course is funded with O&M for travel and direct-costs, instructor costs are FMS Admin. Ms. Zakriski noted the need to be careful with O&M money as O&M faces additional scrutiny and funding cuts in the coming budget year. DISAM continues to work with JSOU, Army and Marines to coordinate efforts with all four, providing similar but different training to various SC constituencies. DISAM will conduct an analysis on SCM-AO requirements and provide a point paper to DSCA for decision. There is a need to verify the course requirements and prioritize among other requirements for SCM-AO. (*See Action Item 16.*)

There was additional discussion on the naming of the course – whether Action Officer, vice SC Planning Course (or some variant) should be considered. (*See Action Item 6.*)

- b. State Partnership Course, SCM-SP: Dr. McCallister noted the intent of SCM-SP is to provide an overview of SC to Guard members doing State partnership activities in the United States. Bilateral Affairs Officers (BAOs), stationed in security cooperation offices, attend the SCM-O Course. DISAM recommended the number of course offerings be reduced by one in future years due to the inability of National Guard Bureau to provide students. There were no objections; this will go forward in the decision discussions with DSCA. There was concern expressed as to if the National Guard had unrealized/unmet SC training requirements. (*See Action Items 7 & 16.*)
- c. Locally Employed Staff Course, SCM-LO: Dr. McCallister stated the SCWD should display accurate requirements by each Geographic CCMD for this course. We know where the LES are located, and there is traditionally low LES turnover. Combatant commands need to load the requirements into SCWD. (*See Action Item 8.*) Based on current attendance and lack of good SCWD data, DISAM recommends reduction of class offerings from 2 to 1 class per year. The CCMDs did not object. It was mentioned that SCETWGs are another opportunity for training. The SCM-LO Course is FMS Admin funded, as are most LES billets.

- d. Advanced Locally Employed Staff Course, SCM-AL: Dr. McCallister stated that based on SCWD demand there is no requirement for this course while emails from Geographic CCMDs indicate otherwise. The CCMDs requested further action on developing this course. The required outcome from this course needs to be provided by the CCMDs, and they and DISAM need to develop a proposed course of action to support any recommendation for advanced training for LES personnel. (*See Action Item 9.*)
- e. Advanced Training Course, SCM-AT: The course objective does not articulate what the students should gain/do better and what new skills they should develop upon completion of this course. DISAM will coordinate with stakeholders to determine the required outcome and analyze options for supporting this requirement. During the discussion, comments were made that the course provides opportunities for discussing policy updates and recommendations. Ms. Baker reminded the group that these activities could be accomplished during a topic-focused meeting vice in a training course. Ms. Zakriski requested that an analysis consider SCETWG, Training Policy Meeting, and SCM-AT training holistically in supporting this requirement. (*See Action Item 10.*)
- f. International Purchaser's Course, SCM-I: Dr. McCallister stated that this class is funded by a variety of Case Funds, FMFP, IMET, CTFP, but NOT FMS Admin funds. There was some concern over verbiage in the course objective that requires review and refinement. (*See Action Item 11.*)

The Mobile Education Team version of the course was also discussed. DISAM had a number of unmet requests based on available resources in FY16. During the strategic prioritization conducted with DSCA, DISAM will recommend the number of METs that can be supported with current resources in relation to community wide SC training requirements and cite the "delta" of resourcing requirements to meet the known international partner requirements. The process will be the same as FY16 in prioritizing the requirements that come in from SCOs and Geographic CCMDs. DISAM will coordinate with those CCMDs and provide the prioritized list to DSCA SA&E and IRTs for final prioritization. (*See Action Item 12.*)

- g. OCONUS Course, SCM-O: Dr. McCallister noted that SCM-O demand is largely based on historical data since SCWD data is currently inaccurate for SCO billets. SCOs are scheduled for DISAM based on individual Manning Document requirements. There are no quotas issued for the SCM-O course as personnel are trained based on PCS processes and assignment transition to their overseas location. Details behind SCM-O issues/changes slide were tabled for OCONUS SCM-O Course Review time during/following SCM-AO discussion in break out to take place on 18 February. (See later Meeting Minutes entries.)

6. Directorate of Online Learning Update (Mr. Dwayne Eldridge; DISAM Director of Online Learning)

- i. Briefer: Mr. Dwayne Eldridge; DISAM Director of Online Learning

- ii. Summary: Mr. Eldridge gave an overview of all DISAM's online products to include learning guides, noting the range of numbers utilizing them and feedback received on them. Most particularly, he discussed the Missile Technology Control Regime (MTCR) and Security Cooperation Management Familiarization (SCM-FA) Courses – addressing their objectives, course demand, issues, and possible changes anticipated.
 - a. Missile Technology Control Regime Course, MTCR-OL: SCM-MTCR is a blended learning/instructor delivered course. Class is 2 weeks for the facilitated online version. There were questions as to why MTCR was not tracked as a requirement/completion in SCWD. (*See Action Item 13.*)
 - b. Security Cooperation Management Familiarization Course, SCM-FA-OL: It was briefed that DSCA is looking to consolidate the Learning Management Systems (LMSs) for all DSCA administered institutions (DISAM, Regional Centers and DIILS). This would move DISAM's platform from Blackboard to GLOBALNET/ILLIAS. DISAM is concerned about lost capabilities that could potentially impact both online and resident course registration, admission, and instruction during the transition and is working with DSCA/STR/TNG on this. There would be a transition period where both are used and evaluated.

7. Plenary Session Conclusion – Way Ahead for FY17

- i. Briefer: Dr. Ron Reynolds; DISAM Commandant
- ii. Summary: Dr. Reynolds reviewed notional DISAM SC Education Working Group activities. A more formal planning calendar will be developed for FY18 and beyond as well as a transitional (condensed) calendar to address FY17. (*See Action Item 15.*)

Dr Reynolds noted the number of offerings that DISAM (as of this meeting) was advocating for each course offering in FY17. These will be taken into consideration and modified based on feedback from attendees. During the discussion of class offerings for FY17, much of the discussion centered on the SCM-AO (Action Officer) Course and the audiences/number of offerings required (or perceived to be required) to meet the demand of a growing number of constituencies. Most notable potential requirements exist for TRANSCOM and SOCOM, but there are a number of additional requests pending (as noted in DI's presentation discussing SCM-AO earlier this afternoon). DISAM will accomplish a review of course requirements and present a point paper for review by the DSCA Senior Leader Panel to determine audience and resource requirements for the level of effort that can be sustained in providing this course. (*See Action Item 16.*)

In closing Dr. Reynolds noted two action items that would fall into the upcoming cycle:

- SMEs for courses should work with DISAM Course Managers review and update curriculum. During the meeting DISAM provided a list of Course Managers and Functional Leads for curriculum to all attendees. (*See Action Item 17.*)

8. Course Review Sessions – OCONUS Issues

- i. Briefer: Dr. Ernie McCallister; DISAM Director of International Studies
- ii. Summary: Dr. McCallister facilitated the OCONUS breakout session that included the

SCM-AO Course Review, a discussion of issues and changes to the SCM-O course, and a presentation by Mr. Robin Russell (professor Acquisition Management International Programs, DAU) on course content implications for the SCM-O course.

- a. SCM-AO Course Review: Mr. Roger Scott led a review of the SCM-AO course. The SCM-AO is a 5 day course mostly taught on location to reduce travel costs. For AFRICOM/EUCOM, DISAM teaches two (2) classes simultaneously twice a year. Dr. McCallister noted Core Curriculum slides could be posted to SAN or SCIP or other solution for course reviews to occur by community. Mr. Scott identified the 34 key presentations and reviewed a couple as examples of a more detailed review. Mr. Scott then led a review of the objectives for every block of instruction (BOI) in the SCM-AO course.

Mr. Mike Garrison, DSCA, asked how the prioritization of seats for the National Capital Region (NCR) course offerings is determined to ensure the correct audience and how DSCA could help to ensure the right personnel attend. Dr. McCallister responded that it would be most helpful to have a POC in NCR to get the word out regarding a scheduled/upcoming course, collect names, and prioritize seats with Mr. Ira Queen, the class manager.

- b. Review of SCM-AO Advance Sheets: Lesson goals in workbook need to be updated. Mr. Dwayne Eldridge has proposed, new lesson goal language. (*See Action Item 18.*)

SCM-AO Embassy Country Team Lesson: Question was raised if DISAM goes into intense detail about Intelligence groups in the embassy. The answer was no, but we do reference them with some detail in the Inter-Agency block.

SCM-AO Intro to SC Programs: SOCOM requested more discussion of planning for program funds sprinkled throughout i.e. IMET \$, Title 22, BPC, etc. Mr. Scott explained that was already included in the curriculum.

SCM-AO Planning 2 - Practical Exercise: Mr. Scott explained that Form 2282 is now used for best learning as there is a lot of detail required and OSD noted form completion as a key issue. It was determined this form, once learned, is the best chance to enhance future program success due to key questions focused on in the form.

SCM-AO Planning 1 (Whole of Government Security Cooperation Planning): This lesson reviews the strategy development process starting with the National Security Strategy and how COCOM regional/country plans and the Embassy Integrated Country Strategy documents are developed. No significant issues discussed.

SCM-AO Introduction to US Government Interagency Community: Students learn they must know the current programs and terminology in country in order to request new programs they wish to implement. No significant issues discussed.

SCM-AO IPSR: IPSR is included in the core curriculum plus some computer based training. IPSR lessons are tailored to the needs of the SCM-AO student and do not include the entire IPSR online course material. No significant issues discussed.

SCM-AO Contact Programs: Includes State Partnership Program (SPP). No significant issues discussed.

SCM-AO SC Tools: G-TSMIS is included in the SC Tools BOI. Discussion included several key points. A new version of G-TSMIS will soon be released and is intended to provide a better interface than previous versions. DSCA is an integral partner in developing the curriculum for G-TSMIS and provide the G-TSMIS briefing in the National Capital Region (NCR).

SCM-AO HA/FDR/HCA: No significant issues discussed.

General Comments:

Most program case studies used in the lessons tend to demonstrate what went wrong with a case and it was suggested that a case study concerning tech transfer to Colombia could be added to provide an example of a case that went well. (*See Action Item 19.*)

Group consensus was that no substantial changes to the SCM-AO course objectives or curriculum were required at this time. Normal updates should continue as SC evolves and legislative and policy changes occur. The group also agreed to review the curriculum further and provide feedback based on a thorough review of the core documents DISAM would make available. (*See Action Item 16.*)

- c. SCM-O Issues and Changes: There were many recommendations to optimize the SCM-O course in the long term and the Washington Orientation portion of the course. The items were not discussed in great detail during discussions. Dr. McCallister is drafting a point paper to send to all Curriculum Review attendees to outline requirements for potential revamp of the course. DSCA is part of this course review (*See Action Item 20.*)

Post course survey. DISAM is seeking a way to better measure training effectiveness on job performance via post-class surveys. DISAM proposes a 6 month post-graduation survey to combatant commands to distribute to both students and supervisors. Dr. McCallister discussed the need for assistance with the Post-graduation survey. Over the past several years there has been limited participation in the post-graduation surveys by students. DISAM currently uses Survey Monkey for course surveys. DISAM asked participants to assist in helping update e-mail addresses and assist in security GCC and other command support to complete the surveys. DSCA recommended linking with DSCA IRTs for input on a recommendation to distribute surveys to CCMDs. (*See Action Item 21.*)

DAU Update – AT&L “Better Buying Power” (BBP) 3.0 Initiative and Content Implications for SCM-O Course (Presented by Mr. Robin Russell Professor of Acquisition Management International Programs, Defense Systems Management College): Mr. Russell emphasized that International Acquisition is growing, filling a vital need for both DoD and U.S. Industry, and so is the training need associated with it.

The DAU discussed a Plan of Action and Milestones for the proposed BPP 3.0 SCO Acquisition Training objectives. Mr. Garrison asked if this initiative had been briefed to DSCA leadership and if not, recommended DAU do so soonest. DAU asked DISAM for a POC to review curriculum implications on adding DAU training elements to the SCM- courses. (*See Action Item 22.*)

An additional action item was requested by DAU to review training comparing FMS to DCS, and consider adding a group exercise comparing the two. (*See Action Item 23.*)

9. Course Review Sessions – SCM-C (SCM-301) Security Cooperation Management CONUS Course Issues

- i. Briefer: Mr. Orlando Vilches; Associate Professor, Management Studies
- ii. Summary: Mr. Vilches facilitated the in-depth SCM-C Course Review. It was emphasized that the SCM-C course is an exercise driven course. (Note that as DISAM moves to the new scheme of Course Reviews, there will be much greater involvement by constituencies in this process – for SCM-C as well as all DISAM courses.)
 - a. There was a discussion of the difference between law and policy.” It was noted that the difference needs to be made very clear in the SCM-OC-OL (SCM-201) pre-requisite course. (*See Action Item 24.*)
 - b. SCM-C International Defense Acquisition Policy, Block 3002, introduces the students to the USG system for acquisition. It was requested that word FMS be removed from the lesson goal. (*See Action Item 25.*)
 - c. It was discussed that much has changed in the SCM-C course over the past 10+ years, and an online refresher course could help communicate these changes. (*See Action Item 26.*)
 - d. SCM-C Security Cooperation Information Portal (SCIP), Block 7001: This lesson introduces the students to the value of SCIP as a case management tool. Some discussion focuses on the SCIP Tokens. It was made clear that the tokens (use, availability, etc.) are not an issue, but connectivity at WPAFB is troubling as it relates to the AF network. The upcoming Security Cooperation Enterprise System (SCES) will be hosted on the SCIP. Therefore members of the SC workforce that currently do not have a SCIP account should be making arrangements to get one and avoid the rush as SCES comes online. Ms. Baker asked DISAM about issues of Foreign Partners using SCIP tokens, as that could be a problem deploying SCES. DISAM instructors responded the primary issue was just ensuring that needed students have SCIP tokens, but that when the students have tokens and computers have access to SCIP, we have been able to conduct training. SCES is introduced in the process block.
 - e. SCM-C Comparison of the FMS and DCS Process, Block 3003: The lesson goal was reviewed by the group, and a recommendation was presented that DISAM should add the topic of training to the lesson and also the term “similarities” in the goal for this block of instruction. (*See Action Item 27.*)

- f. SCM-C Cross-Cultural Communications, Block 0942: It was determined that the language in lesson objectives need to better reflect the outcomes of the training (*See Action Item 28*).
- g. It was suggested that a case study could be used to kick-off the course, and guest speakers could be added to the syllabus to discuss current case studies. (*See Action Item 29*.)

The SCM-C Course review concluded by returning to the topic of whether “CONUS” is an appropriate title for the course. The Pros and Cons were discussed of alternate names for the course. It was suggested that the title should reflect what is being taught, not who should come or where they should be located. Alternate names suggested for the course included:

- SCM-Basic
- SCM-Core
- SCM-Orientation
- SCM-Intermediate
- SCM-C Application
- SCM-C Implementation
- SCM-C Basic II (SCM-OC would be Basic I)
- SCM-C Conus

The final conclusion from the discussion was that there was no need to change the name of this course at this time.

10. RAND Study – Improving the Defense Security Cooperation Workforce

- i. Briefer: Mr. Mike Garrison, DSCA and Dr. Wade Markel, RAND
- ii. Summary: The study supports the updated DSCA Vision 2020 which includes a new DSCA Human Capital Strategy that is more strategic and includes initiatives focused in training, education, career modeling and management for the SC Workforce. Dr. Markel reviewed the study background and objectives and explained how their methodology of reviewing a combination of education, training, & experience needed to move along a given career path. RAND expects that the tools used to analyze DSCA career models will eventually be used for the large SC workforce. RAND will solicit input from the Curriculum Review Attendees and they expect to have an initial report completed by the end of June.

11. JCISFA/JS-J7 Presentation – Security Cooperation Survey

- i. Briefer: COL Jim Lowe, Director, Joint Center for International Security Force Assistance (JCISFA); Joint Staff J7, Joint Force Development, Ft Leavenworth, KS.
- ii. Summary: The JCISFA survey focused on identifying training shortfalls for security cooperation planners and practitioners. The Survey was completed by 1,013 people, and the survey included 91 questions (including 13 questions to collect demographic data of survey takers). The key take away of the survey is that the majority of survey takers who attended DISAM training felt confident, or very confident, performing their SC duties,

while the majority of those that didn't attend DISAM training felt neutral, or unconfident, performing their SC duties .

12. Action Item Review – (from Day 1 & Day 2)

- i. Briefer: Dr. Ron Reynolds/Dr. Ernie McCallister/MAJ Melissa Horvath
- ii. Summary: All action Items captured during both days were reviewed by the plenary group, and adjustments were made as necessary to clarify. An additional Action Item was captured concerning the Way Ahead for Curriculum Review and the publishing of a detailed Curriculum Review Process Schedule. (*See Action Item 30*).

Tabs:

- A. Curriculum Review Agenda
- B. Action Items
- C. Proposed DISAM Course Review Schedule
- D. Attendees

**DISAM Curriculum Review Agenda
17-18 February 2016**

Attire: Business Casual/Duty Uniform

Special Note: Due to Security Issues, personnel cannot take electronic devices (cellphones/laptops/etc into the classroom areas. Please use the lockboxes just outside the secure area.

17 February – Plenary Session (DISAM Classroom 301)

- 0800 – 0820 Registration
- 0820-0845 Welcome/Administration & Introductions/Agenda Overview (Will confirm number of attendees for Dinner at Giovanni's this evening)
- 0845-0935 DSCA Deputy Director Comments (Ms Jen Zakriski; Deputy Director, DSCA)
- 0935-0950 Break
- 0950-1020 DISAM Mission Update (Dr Ron Reynolds; DISAM Commandant)
- 1020-1030 Break
- 1030-1130 Directorate of Management Studies Course Roll-Up (Mr Don McCormick; DISAM Director of Management Studies)
- 1130-1245 Lunch Break (Unstructured/Variety of Options)
- 1245-1430 Directorate of International Studies Course Roll-Up (Dr Ernie McCallister; DISAM Director of International Studies) (Includes Break Approx: 1335-1350)
- 1430-1445 Break
- 1445-1515 Directorate of Online Learning Update (Mr Dwayne Eldridge; DISAM Director of Online Learning)
- 1515-1530 Break
- 1530-1630 Plenary Session Conclusion – Way Ahead for FY17 (Dr Reynolds)
- Future of DISAM Curriculum Review
 - Action Item Recap

1800 Dinner for Attendees (Attendance Optional); Location: Giovanni's Italian Restaurant, 215 W Main St., Fairborn, OH 45324; Phone: 937-878-1611)

18 February – Course Review Sessions – OCONUS Issues (DISAM Classroom 310)

0800-1200 OCONUS Session Topics

- SCM-AO (Action Officer) Course Review
- Other Course Discussions based on interest/input
- DAU Update – AT&L BBP 3.0 Initiative and Content Implications for SCM-O Course (Mr Robin Russell; Professor of Acquisition Management International Programs, Defense Systems Management College) – 30 minutes.

18 February – Course Review Sessions -- CONUS Issues (DISAM Classroom 301)

0800-1200 CONUS Session Topics

- SCM-C (CONUS) Course Review
 - o IA Inputs
 - o BPC Incorporation
 - o Total Program Approach
- Other Course Discussions based on interest/input

1200-1330 Lunch Break (Unstructured/Variety of Options)

Proceed back to Joint Session (DISAM Classroom 301)

1330-1400 Rand Study Presentation – Improving the Defense Security Cooperation Workforce (Introduction by Mr Mike Garrison; DSCA/DA&M/Presenter: Dr M. Wade Markel, Rand) – 30 minutes.

1410-1440 JCISFA/JS-J7 Presentation – Security Cooperation Survey (COL Jim Lowe; Director, Joint Center for International Security Force Assistance (JCISFA) Joint Staff J7, Joint Force Development, Ft Leavenworth, KS) – 30 minutes.

1440-1450 Break

1450-1520 Action Item Review (from Day 1 & Day 2)

ACTION ITEMS

ACTION ITEM 1:

Requester/Inquirer, Unit/Agency: Mr. Ernest Liberatore

Other Discussion Participants/DISAM Faculty: Dr. Reynolds

Slide Title Referenced: FY16 US-Focused MTTs

Office Tasked for Action: DISAM/DM

Brief Summary of Issue: In-class discussions during the Industry course could provide valuable feedback to Implementing Agencies and to DSCA.

Action Item Requested: Consolidate feedback and discussion points from Industry class students following the completion of the class, and deliver readouts to DSCA and the Implementing Agencies.

Estimated Completion Date: This will start with the upcoming Industry Course offering to be held in March 2016. Reporting to be complete by 15 April 2016 (on this offering and will follow within 30 days of each future offering).

ACTION ITEM 2:

Requester/Inquirer, Unit/Agency:

Other Discussion Participants/DISAM Faculty:

Slide Title Referenced: SCM-OC Demand

Office Tasked for Action: DISAM/DM

Brief Summary of Issue: It could be helpful if students could complete the SCM-OC-OL course as long in advance as necessary and encourage them to review it prior to taking the resident SCM-C course. This is also important to get new personnel spun-up in their positions, even if they would have to wait to get in to a SCM-C class. On-line training could easily be part of an individual's unit in-processing checklist to alleviate delays and lingering requirements.

Action Item Requested:

Update the DISAM webpage for the C course to "encourage students to complete the OC pre-requisite course as far in advance as needed" and then encourage them to review the OC curriculum prior to the resident portion of the C course.

Estimated Completion Date: 1 June 2016

ACTION ITEM 3:

Requester/Inquirer, Unit/Agency: Ms. Beth Baker, DSCA/CPO

Other Discussion Participants/DISAM Faculty:

Slide Title Referenced: SCM-C Objectives

Office Tasked for Action: DISAM/DM

Brief Summary of Issue: The objective statement for the SCM-C class needs to be changed to reflect "policy" instead of "policy-making".

Action Item Requested: Update objective statement for SCM-C to change the word "policy-making" to "policy."

Estimated Completion Date: 30 June 2016

ACTION ITEM 4:**Requester/Inquirer, Unit/Agency:** Ms. Jennifer Zakriski, DSCA**Other Discussion Participants/DISAM Faculty:** Dr. Reynolds, Ms. Beth Baker**Slide Title Referenced:** SCM-CM Demand**Office Tasked for Action:** DISAM/DM**Brief Summary of Issue:** There is a large difference between the SCM-CM training requirements reported between MILDEPs that could impact how DISAM plans for future offerings of the SCM-CM course. During the discussion it was noted that different organizations may be including requirements in SCWD based on only “required” training while others also included “desired” training.**Action Item Requested:** Review SCM-CM course requirements to better measure actual demand, and determine if differences between MILDEPs training requirements reported is a different between interpretations of those who need training versus those whose organizations show that training desired for the position.**Estimated Completion Date:** 30 August 2016**ACTION ITEM 5:****Requester/Inquirer, Unit/Agency:** Ms. Beth Baker, DSCA/CPO**Other Discussion Participants/DISAM Faculty:** Dr. Reynolds**Slide Title Referenced:** SCM-CF Issues/Changes**Office Tasked for Action:** DISAM/DM**Brief Summary of Issue:** If many students who take the CF course also require the CM course, there could be efficiencies gained by scheduling the CM and CF courses concurrently and sharing similar blocks of instruction between the two courses.**Action Item Requested:** Review options and feasibility of incorporating CF & CM curriculum into different tracks of a consolidated course.**Estimated Completion Date:** 30 August 2016**ACTION ITEM 6:****Requester/Inquirer, Unit/Agency:** Mr. David Radcliff, OSD**Other Discussion Participants/DISAM Faculty:** Dr. McCallister, Ms. Baker, Ms. Zakriski**Slide Title Referenced:** SCM-AO Issues/Changes**Office Tasked for Action:** DISAM/DI, DSCA**Brief Summary of Issue:** Dr. McCallister posed a question to the audience about renaming the SCM-AO course. Mr. Radcliff said many people in the target audience within the NCR are turned off by the “Action Officer” course title when considering whether to attend the course because they do not perceive themselves as Action Officers. Mr. Radcliff added that after attending, most people do benefit from the course.**Action Item Requested:** Coordinate with CCMDs & DSCA on proper title for the Action Officer Course.**Estimated Completion Date:** 17 June 2016**ACTION ITEM 7:****Requester/Inquirer, Unit/Agency:** Mr. Douglas Jordan, JSOU**Other Discussion Participants/DISAM Faculty:** Dr. Ahles, Mr. Overfield**Slide Title Referenced:** SCM-SP Issues/Changes**Office Tasked for Action:** DISAM/DI and National Guard Bureau

Brief Summary of Issue: There may be some unmet training requirements for the 19th & 20th SFG (KY National Guard).

Action Item Requested: Follow up with Mr. Jordan to identify training requirements for the 19th & 20th SFG (KY National Guard).

Estimated Completion Date: This will be reviewed following the greater effort in analyzing mission to present SCM-AO efforts. (*See Action Item 16.*)

Estimated Completion Date: 15 June 2016

ACTION ITEM 8:

Requester/Inquirer, Unit/Agency: Dr. McCallister, DISAM/DI

Other Discussion Participants/DISAM Faculty: Ms. Baker, Mr. Kisa

Slide Title Referenced: SCM-LO Class Requirements

Office Tasked for Action: Geographic CCMDs

Brief Summary of Issue: DISAM is aware that not all LESs are captured in SCWD. Action item to CCMDs from last Curriculum review was to update SCWD with LESs to help better determine course demand for SCM-AL. It should be relatively straight forward to accomplish due to low turnover and movement among LES personnel. Currently, based on demand signal, DISAM will recommend to DSCA that the number classes offered be reduced from 2 to 1 per year.

Action Item Requested: Request CCMDs update SCWD with LES billet, personnel, and training requirement info.

Estimated Completion Date: 30 September 2016

ACTION ITEM 9:

Requester/Inquirer, Unit/Agency: Dr. Reynolds, DISAM

Other Discussion Participants/DISAM Faculty: Dr. Reynolds, Ms. Zakriski, Ms. Baker, Mr. Jordan, Mr. Garrison

Slide Title Referenced: SCM-AL Issues/Changes

Office Tasked for Action: DISAM/DI

Brief Summary of Issue: Development of the SCM-AL course is in flux. DISAM needs to know what the true demand is for the class, and needs to evaluate course objective requirements across all Geographic CCMDs to see if there is a consistent training need among them. That information will flow up to/through DSCA for validation and the decision to proceed with further course development. If it is determined to proceed, following development of curriculum, the CCMDs will need to update SCWD to indicate training requirements for SCM-AL. There was a consensus that DISAM needs to know what the training need is before the curriculum is developed.

Action Item Requested: Per DSCA direction, this course will be evaluated as if it were a newly-recommended course.

- a. DISAM/DI will draft a point paper outlining the issues related to the development of the SCM-AL course, and will request input from Geographic CCMDs to evaluate course objectives and requirements.
- b. Provided a course is required per CCMD request DISAM/DI will draft a point paper for DSCA review/decision on adding an Advanced LES course to DISAM curriculum.

Estimated Completion Date:

- a. 27 May 2016
- b. 28 Oct 2016

ACTION ITEM 10:**Requester/Inquirer, Unit/Agency:** Dr. McCallister, DISAM/DI**Other Discussion Participants/DISAM Faculty:** Ms. Baker, Mr. Kisa, Dr. Ahles, Ms. Zakriski**Slide Title Referenced:** SCM-AT Class Requirements**Office Tasked for Action:** DISAM/DI**Brief Summary of Issue:** SCWD doesn't reflect enough personnel for full class of CCMD attendees who are eligible to attend, but there is a very-large demand from MILDEP staff. (To date, only Geographic CCMDs have participated and that is where DISAM sees the need/requirements.) It appears to be a low priority for most CCMDs and a high priority for SC CONUS training activities. Interestingly, it is often the only opportunity for the training community to get advanced training and work through complex issues they may have. Other opportunities may exist to deliver the AT training curriculum. Additional options, including appending the AT course to the SCETWG schedule should be explored.**Action Item Requested:** Per DSCA direction, this course will be evaluated as if it were a newly-recommended course for 2017 Curriculum Review process. DISAM/DI will request input from the stakeholders to clarify the objective of the course relative to what specific actions a student should be able to do after completing the course. DISAM/DI will update the objective to reflect that requirement. DISAM/DI will coordinate with stakeholders on advanced SC training management training opportunities taking a holistic approach on options to meet the revised objective. Review will consider SCETWGs and Annual Training Management policy meeting. DISAM will draft a point paper to better define the SCM-AT course objectives (expectations for graduate skills) and to explore alternatives to classroom training for meeting the objectives of the course. Point paper will be provided to DSCA Senior leadership for decision.**Estimated Completion Date:** Curriculum Review, FY 2017 (tentatively November 2016).**ACTION ITEM 11:****Requester/Inquirer, Unit/Agency:** Dr. McCallister, DISAM/DI**Other Discussion Participants/DISAM Faculty:** Ms. Zakriski, Ms. Baker**Slide Title Referenced:** SCM-I Objective**Office Tasked for Action:** DISAM/DI**Brief Summary of Issue:** There was a consensus that the SCM-I course objective is confusing with regard to what is meant by "resources they manage" and what is meant by "our" students.**Action Item Requested:** Clarify SCM-I objective statement.**Estimated Completion Date:** 15 June 2016**ACTION ITEM 12:****Requester/Inquirer, Unit/Agency:** Dr. McCallister, DISAM/DI**Other Discussion Participants/DISAM Faculty:** Ms. Zakriski**Slide Title Referenced:** SCM-I MET Class Requirements**Office Tasked for Action:** Geographic CCMDs, and DISAM/DI**Brief Summary of Issue:** There are always more countries that want a MET from DISAM than what DISAM can schedule. Demand is recurring for most countries. When scheduled, METs are only cancelled for lack of funding. METs are prioritized and balanced against DISAM availability, requesting countries' scheduling constraints, and funding. Dr. McCallister stated that DISAM planned request Geographic CCMDs provide a list of SCM-MET countries the same as last year. DISAM will consolidate CCMDs list and forward to DSCA for decision. The data call to CCMDs will include country, when, funding source, prioritization.

Action Item Requested: DISAM will coordinate MET prioritization with CCMDs and send to DSCA (SA&E and the IRTs) for decision.

Estimated Completion Date: Timeline below is for FY17 submission. A “normal timeline for future years will flow into master plan.

- a. Geographic CCMDs complete prioritization list: 13 May 2016
- b. DISAM forward CCMD list to DSCA (SA&E and IRTs): 20 May 2016
- c. DSCA/SA&E provide prioritized list to DISAM: 31 Jun 2016

ACTION ITEM 13:

Requester/Inquirer, Unit/Agency: Dr. Reynolds, DISAM/CC

Other Discussion Participants/DISAM Faculty: Mr. Eldridge, Mr. Rimpo, Mr. Rhodes

Slide Title Referenced: MTCR Demand

Office Tasked for Action: DISAM/DO

Brief Summary of Issue: MTCR is currently not tracked in SCWD; there is a SCWD requirement already being developed to include MTCR training tracking in SCWD.

Action Item Requested: DISAM will announce to the community when SCWD is ready for community SCWD administrators to load MTCR training requirements for their organizations.

Estimated Completion Date: 30 March 2016

ACTION ITEM 14:

Requester/Inquirer, Unit/Agency: Dr. Reynolds, DISAM/CC

Other Discussion Participants/DISAM Faculty: Mr. Williams, Mr. Jordan, Mr. Tripp, Mr. Garrison

Slide Title Referenced: IPSR Demand/IPSR Issues & Changes

Office Tasked for Action: DISAM/DO

Brief Summary of Issue: DAU offers differing levels of IPSR training via different delivery methods. DISAM has one online stand-alone course and includes IPSR content within other resident courses. Levels of detail varies between DAU and DISAM to meet the same training requirement for their differing (Acquisition Community and SC Community) audiences, but there could/should be some efficiency that could be derived from working together on IPSR training. Coordination between DAU and DISAM for delivery of IPSR content is needed.

Action Item Requested: (See Action Item 5 from last year.) DISAM will work with DAU and DSCA to determine a way ahead on IPSR training to then initiate more formal discussions with DTSA as to how to best meet the IPSR requirement contained in DoD Directive 5230.11 – Submit a recommendation to DSCA for coordination between DISAM and DAU for IPSR delivery.

Estimated Completion Date: Initial paper to DSCA by 31 July 2016

ACTION ITEM 15:

Requester/Inquirer, Unit/Agency: Dr. Reynolds

Other Discussion Participants/DISAM Faculty: All Attendees

Slide Title Referenced: SC Education Needs Determination and Resourcing, DISAM Course Content Review Process, Action Items – Day 1, and DISAM Course Review Schedule

Office Tasked for Action: DISAM/CC

Brief Summary of Issue: New comprehensive scheme to be developed to roll all DISAM course planning activities into a master calendar (that would subsequently be put in the SAMM) to solidify and entrench the process in a repeatable timeline for future years.

Action Item Requested: DISAM Leadership to develop the plan and provide it to DSCA leadership by 11 Mar 16.

Estimated Completion Date: Plan proposed 11 Mar 2016.

ACTION ITEM 16:

Requester/Inquirer, Unit/Agency: Mr. David Radcliff, OSD

Other Discussion Participants/DISAM Faculty: Dr. Reynolds, Dr. McCallister

Slide Title Referenced: FY17 Proposed Course Offering Changes (from FY16)

Office Tasked for Action: DISAM/DI

Brief Summary of Issue: The user requests for SCM-AO course exceeds the current capacity of DISAM to support. SOCOM and TRANSCOM should be included in the current core audience for SCM-AO. There is enough capacity to support SOCOM and TRANSCOM in FY17 based on course allocation presented at Curriculum Review.

Action Item Requested:

- a. DISAM would intend to offer one course each for SOCOM and TRANSCOM in the 15 planned classes for FY17 which will be included in Action Item 16b.
- b. DISAM will accomplish a review of course requirements and present a point paper for review by the DSCA Senior Leader Panel to determine audience and resource requirements for the level of effort that can be sustained in providing this course for DOD personnel outside the current supported DoD organizations.. This will involve the review of potential unmet demand for AO class from SOCOM and TRANSCOM as well as any additional DoD requests for the SCM-AO course to determine course applicability – for a determination as to whether the AO course is a core versus non-core training requirement for the personnel, and to identify resources needed to meet the training demand if determined a valid requirement. Courses of action will include invitations to low-SC-workforce-density organizations attending 1+ SCM-AO courses at DISAM, expanding DISAM teaching partnership with organizations such as JSOU, etc.

Estimated Completion Date: 30 August 2016

ACTION ITEM 17:

Requester/Inquirer, Unit/Agency: Dr. Reynolds

Other Discussion Participants/DISAM Faculty: All Attendees

Slide Title Referenced: Action Items – Day 1

Office Tasked for Action: All Constituency Organizations

Brief Summary of Issue: Constituency groups represented at this meeting should work with DISAM Course Managers ICW the projected Course Review Timeline (which will also be attached to these minutes). The objective is for SME from course user groups to be keenly in the process of reviewing and updating curriculum.

Action Item Requested: Major constituency leads to contact DISAM/DI & DM as appropriate, along with DISAM Course Managers to submit SME names to assist in course review/update process. (Tentative Course Review Schedule Pending approval of these minutes is on page 30.)

Estimated Completion Date: NLT 1 April 2016

ACTION ITEM 18:

Requester/Inquirer, Unit/Agency: Dr. McCallister, DISAM/DI

Other Discussion Participants/DISAM Faculty:

Slide Title Referenced: SCO Responsibilities (Page 5 of SCM-AO Advance Sheets and Student Workbook)

Office Tasked for Action: DISAM/DO

Brief Summary of Issue: Lesson goal in workbook needs updated. Mr. Dwayne Eldridge has proposed, new lesson goal language.

Action Item Requested: Update lesson goal language in workbook during next publication.

Estimated Completion Date: 15 June 2016

ACTION ITEM 19:

Requester/Inquirer, Unit/Agency: Dr. McCallister, DISAM/DI

Other Discussion Participants/DISAM Faculty:

Slide Title Referenced:

Office Tasked for Action: DISAM/DI

Brief Summary of Issue: Although we tend to focus on Lessons Learned, a positive Best Practice example should be included.

Action Item Requested: Add tech transfer to the Colombia case study example as a success story in the SCM-AO course.

Estimated Completion Date: 15 June 2016

ACTION ITEM 20:

Requester/Inquirer, Unit/Agency: Dr. McCallister, DISAM/DI

Other Discussion Participants/DISAM Faculty:

Slide Title Referenced: Additional SCM-O Issues and Changes

Office Tasked for Action: DISAM/DI

Brief Summary of Issue: Drawing on the takeaways of the Washington Orientation visit, there were a number of potential course development requirements for the SCM-O Course that could optimize the course for the distant future.

Action Item Requested: Draft a point paper and send to all CR attendees on SCM-O course optimization to better support the Washington Orientation visit, reduce the death by PowerPoint, and increase time available to complete the multitude of CBTs currently embedded within the curriculum. Potential options will be explored with DSCA/STR/STO.

Estimated Completion Date: 30 September 2016

ACTION ITEM 21:

Requester/Inquirer, Unit/Agency: Dr. Reynolds, DISAM/CC

Other Discussion Participants/DISAM Faculty:

Slide Title Referenced: Additional SCM-O Issues and Changes

Office Tasked for Action: DSCA/DA&M, DISAM/DI

Brief Summary of Issue: DISAM is seeking a way to better measure training effectiveness on job performance via post-class surveys. DISAM proposes a 6 month post-graduation survey to combatant commands to distribute to both students and supervisors. Any feedback gained from supervisors should be integrated into the course review process.

Action Item Requested: Mr. Garrison will follow-up with DSCA IRTs for input on a recommendation to distribute surveys to CCMDs. Following the collection of feedback gained from supervisors, DISAM will incorporate the feedback into the course review process.

Estimated Completion Date: 15 June 2016

ACTION ITEM 22:

Requester/Inquirer, Unit/Agency: Dr. Reynolds, DISAM/CC

Other Discussion Participants/DISAM Faculty: Dr. McCallister

Slide Title Referenced: DRAFT Plan of Action & Milestones

Office Tasked for Action: DAU

Brief Summary of Issue:

Action Item Requested: DAU will suggest appropriate training modules for inclusion in DISAM course offering for U.S. Embassy personnel assigned to Security Cooperation Organizations. To allow for coordination between DISAM and Geographic CCMDs, add one month to the timeline for the DRAFT plan of action and milestones for DAU's development of proposed SCO Acquisition Training TLOs/ELOs.

Estimated Completion Date: 29 July 2016

ACTION ITEM 23:

Requester/Inquirer, Unit/Agency: DAU

Other Discussion Participants/DISAM Faculty:

Slide Title Referenced: DAU Update

Office Tasked for Action: DISAM/DM

Brief Summary of Issue:

Action Item Requested: Review training on FMS vs. DCS, and consider adding a Group exercise comparing the two.

Estimated Completion Date: 29 July 2016

ACTION ITEM 24:

Requester/Inquirer, Unit/Agency: Dr. Mark Ahles, DISAM

Other Discussion Participants/DISAM Faculty: Mr. Liberatore

Slide Title Referenced: Review of Lesson: Security Cooperation Sales Process (Yellow Book)

Office Tasked for Action: DISAM/DM

Brief Summary of Issue:

Action Item Requested: When discussing law versus policy in the SCM-OC-OL course, make it clear that policy is set by agencies that implement the law.

Estimated Completion Date: 30 June 2016

ACTION ITEM 25:

Requester/Inquirer, Unit/Agency: Ms. Beth Baker, DSCA/CPO

Other Discussion Participants/DISAM Faculty:

Slide Title Referenced: International Defense Acquisition Policy (Yellow Book)

Office Tasked for Action: DISAM/DM

Brief Summary of Issue: Remove the word "FMS" from Lesson Goal

Action Item Requested: Remove "FMS" in the following SCM-C lesson goal: "The goal of this lesson is for you to recognize your responsibilities relative to basic USG FMS acquisition policies and procedures."

Estimated Completion Date: 1 June 2016

ACTION ITEM 26:

Requester/Inquirer, Unit/Agency: Ms. Beth Baker, DSCA/CPO

Other Discussion Participants/DISAM Faculty: Dr. Ahles

Slide Title Referenced: SCM-C Refresher conversation

Office Tasked for Action: DISAM/DO

Brief Summary of Issue: Much has changed in the SCM-C course over the past 10+ years. An on-line annual update could help communicate these changes.

Action Item Requested: Coordinate w/ DSCA Strategy on pending development of annual SC update and/or refresher course.

Estimated Completion Date: TBD

ACTION ITEM 27:

Requester/Inquirer, Unit/Agency: Mr. William Santiago, AFSAC

Other Discussion Participants/DISAM Faculty: Dr. Ahles

Slide Title Referenced:

Office Tasked for Action: DISAM/DM

Brief Summary of Issue: Add the word “similarities” to the Lesson Goal and the topic of training to the lesson.

Action Item Requested: Change the language of the following lesson in the SCM-C course from: “The goal of this lesson is to apply the differences between Foreign Military Sales (FMS) and Direct Commercial Sales (DCS).” To: “The goal of this lesson is to apply the similarities and differences between Foreign Military Sales (FMS) and Direct Commercial Sales (DCS).” Add the topic of training to the comparison of FMS and DCS.

Estimated Completion Date: 1 June 2016

ACTION ITEM 28:

Requester/Inquirer, Unit/Agency: Dr. Ahles, DISAM

Other Discussion Participants/DISAM Faculty: Mr. Santiago

Slide Title Referenced: Cross-Cultural Communications (Yellow Book)

Office Tasked for Action: DISAM/DI

Brief Summary of Issue: Update Lesson Goal and Lesson Objectives to better reflect content and outcomes of lesson. The word “apply” in the lesson goal needs to be changed because the lesson does not dive deeply into cross-cultural communications. Recommend changing the word “discover” in lesson objective to “understand.”

Action Item Requested: Change the word “apply” in the following Cross-Cultural Communications lesson goal: “The goal of this lesson is for you to apply cross-cultural communications concepts to improve your working relationships with FMS customers.” Also, replace the word “discover” to “understand” in the following lesson objective: “The lesson objective is for you to understand how contemporary USA culture and international cultures jointly influence, views, attitudes, and behaviors in Security Cooperation Program interactions.

Estimated Completion Date: 1 August 2016

ACTION ITEM 29:

Requester/Inquirer, Unit/Agency: Mr. Mike Marra, USA War College

Other Discussion Participants/DISAM Faculty: Dr. Ahles, Don McCormick, Beth Baker

Slide Title Referenced: Cross-Cultural Communications (Yellow Book)

Office Tasked for Action: DISAM/DM

Brief Summary of Issue: In addition to training exercises, the use of case studies (both those that went well and overcame problems as well as those that failed) could be included in course content. A case study could be used to kick-off the course, and guest speakers could be added to the syllabus to discuss current case studies.

Action Item Requested: Consider the inclusion of current case studies and vignettes (both successful and unsuccessful) in course curriculum.

Estimated Completion Date: 1 October 2016

ACTION ITEM 30:**Requester/Inquirer, Unit/Agency:** Ms. Beth Baker**Other Discussion Participants/DISAM Faculty:** Dr. Reynolds, Dr. Ahles**Slide Title Referenced:** This Year (FY17) Way Ahead**Office Tasked for Action:** DISAM**Brief Summary of Issue:** New Course Content Review Process needs a published schedule to maintain visibility of upcoming course reviews, due dates for input, and schedule of meetings for SC Education Working Group and DSCA Senior Leader Decision Briefs.**Action Item Requested:** Publish a schedule of events and points of contact for the new Course Content Review Process.**Estimated Completion Date:** 11 March 2016

Proposed DISAM Course Review Schedule (Tentative)

Date	Course	DISAM Directorate	Notes
Feb-16	SCM-AO	International Studies	
Feb-16	SCM-C	Management Studies	
Mar-16	SCM-CM	Management Studies	
Apr-16	SCM-CF	Management Studies	
May-16	SCM-FA	Online Learning	
May-16	MTCR	Online Learning	
Jun-16	SCM-LO	International Studies	
Jun-16	SCM-AT	International Studies	
Jul-16	SCM-SP	International Studies	
Jul-16	SCM-OC	Management Studies	
Jul-16	SCM-CR	Management Studies	
Jul-16	SCM-E	Management Studies	
Jul-16	IPSR	Management Studies	Pending DTSA & DSCA/WPN Involvement
Aug-16	SCM-C	Management Studies	
Aug-16	SCM-TO/TM	Management Studies	
Sep-16	SCM-AL	International Studies	
Sep-16	SCM-I	International Studies	
Sep-16	SCM-CS	Management Studies	
Sep-16	SCM-IN	Management Studies	
TBD	SCM-O	International Studies	
TBD	SCM-MIAC	Management Studies	

2016 DISAM Curriculum Review Attendees

<u>Command</u>	<u>Name</u>	<u>E-mail</u>	<u>Phone Number</u>
AF AETC/A3QE	C. Todd Prejean		
AF AFLCMC/WFNS	Larry Hutson		
AFRICOM/J5-85	Michael Calcaterra		
AFSAC	Diana Blake		
AFSAC	William Santiago		
AFSAT	Scotty Gibbs		
CENTCOM CCJ5	LCDR Bruce Reilly		
DASA DE&C	David Williams		
DASA DE&C	Sandra Long		
DAU	Duane Tripp		
DAU	Robin Russell		
DLA HQ	Selden Vonderhoff		
DSCA	Beth Baker		
DSCA	Michael Garrison		
DSCA	Jennifer Zakriski		
DSCA OGC	William Cavanaugh		
JCISFA	James Erin		
JCISFA	Mark Lauber		
JOINT STAFF J5	Daniel Bell		
JSOU	Douglas Jordan		
NAVAIR	Sadiq Sadruddin		
NAVSEA	Kathy Truesdale		
NETSAFA	David Babcock		
NETSAFA	Janie Glover		
NIPO	Ed Phillips		
OSD POLICY	David Radcliffe		
PACOM	Kerry Nicholls		
PACOM	Lois Kong		
RAND	Jefferson Marquis		
RAND	Lisa Saum-Manning		
RAND	M. Wade Markel		
SAF/AIPA	Richard O'Neil		
SAF/IAPX	Ernest Liberatore		
SATFA	Stephen Lemons		
SATMO	Mark Moen		
The Air Advisor Academic Flight, EC	Andrew Overfield		
USA CGSC	Gregory J. Cook		
USA WAR COLLEGE	Col Robert Hamilton		

USA WAR COLLEGE	Michael Marra		
USASAC	Dusty Rhodes		
USNORTHCOM/J5	Joseph Kisa		
USTRANSCOM	Heather Mack		