

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
NATIONAL ORGANIZATION OF RESEARCH DEVELOPMENT PROFESSIONALS**

Tuesday, May 28, 2019

Vice President Karen Fletcher called the regular meeting of the Board of Directors, National Organization of Research Development Professionals (NORDP) to order at 1:33 pm Central on May 28, 2019.

The following Directors were present at the meeting: Jeff Agnoli, Kathy Cataneo, Rachel Dresbeck, Kellie Dyslin, Kimberly Eck, Karen Fletcher, Jerilyn Hansen, Jill Jividen, Jennifer Lyon Gardner, Kari Whittenberger-Keith. Directors Karen Eck, David Stone, Paul Tuttle and Etta Ward were absent.

Approval of Draft April 23, 2019 Board Meeting Minutes – Fletcher

- Cataneo moved (seconded by Hansen) to approve the minutes as amended. The motion passed with one abstention.

Informational Items – Fletcher

- Conferences and legislation
 - Considering looking into states' legislation when considering future conference sites
 - Goal is to ensure that all members are permitted by their states to travel to conference sites
- NORDP Budget 2020
 - Planning to vote on FY2020 NORDP budget at Board retreat in September
 - Request for all committees to submit their budget requests ahead of the retreat
 - **Action: Hansen** will provide current year's budget & expenses to each committee by end of July, so that committees can use this information to create their requests for FY2020
 - **Action: Fletcher** to determine who in NORDP has login credentials for InfoReady

2019 Board Election Update – Hansen

- Election closes May 31
- Candidates who aren't elected will be encouraged by the Nominating Committee to continue to engage with NORDP
- Board will discuss possible roles for those not elected

Filling Vacant Board Positions – Fletcher

- There are two vacant Board seats to fill: one due to Board member Jan Abramson resigning on 4/29/2019; and one MSI/Regional seat that will be vacant as of 7/1/2019 (none of the current Board candidates are at MSI/Regional institutions)
- Decision: Board will wait until after the current election cycle is finished to fill this seat.
- **Action: All Board members** will contribute to a GoogleDoc list of names to consider as potential Board candidates. Deadline: June Board meeting. **Lyon Gardner** will create the GoogleDoc.

Board Liaison to the Mentoring Committee – Fletcher

- Board needs to appoint a new liaison to the mentoring committee, since the previous Board liaison (Abramson) has resigned
- **Decision: Etta Ward** will be the liaison to the mentoring committee

Next steps: proposed changes to bylaws re: immediate past president role – Lyon Gardner

- Member comment period closed 5/6; no major changes requested by membership
- **Action: Lyon Gardner** will email NORDP's lawyers asking them to implement the proposed language change

Conference Career Center Pilot - Outcomes – Agnoli

- All employers who used the service (3) had conversations with prospective employees; none resulted in hires but all employers agreed that this service should be continued, just needs to be socialized among people
- Agnoli offering to post active jobs to LinkedIn

Strategic Doing Certified Workshop Leader / Training Certification Opportunities & NORDP/Agile Strategy Lab Partnership Proposal – Agnoli

- Gretchen Kiser, Michael Spires, Peggy Sundermeyer, Etta Ward, Karen Eck, and Jeff Agnoli propose to create a new NORDP service for facilitating Strategic Doing at universities; similar in structure to the PEERD service
- Purdue Univ. (headquarters of Strategic Doing) has allowed some academic institutions to be affiliates for Strategic Doing; Agnoli is talking with them about having NORDP be an affiliate organization
- NORDP could host a strategic doing training session (a 2.5-day training session for 30 people); Agnoli is hosting one of these at Ohio State in the summer
- Agnoli working on a proposal to Board to help with financing strategic doing training

Committee Updates:

Member Services – Cataneo

- Lots of excitement around the idea of hosting joint regional meetings, e.g., Region I/II joint meeting
- Folks in Region VI are eager to advertise the 2020 conference in San Antonio - want to know whether there is a max capacity for the conference venue
- **Action: Jividen** will ask Designing Events for the venue max capacity

Mentoring – no Board liaison this month

- Report is posted in Basecamp; was submitted by David Widmer/Christina Howard

NORD – Stone

- No updates this month

Professional Development – Tuttle

- Tuttle submitted updates via email ahead of the meeting
- Discussed possible content delivery methods in addition to webinars—e.g., online trainings, workshops throughout the year (may or may not be online, in-person, or a hybrid version of the two), career paths for RD, self-guided modules, and general/best practices for RD
- Talked about ways to ensure more interactive webinars
- Talked about ways to invite topics/speakers

- Discussed the possibility of creating a list of subject-matter experts in RD
- Considered whether we might like to offer a “federal agency update” (cf. what Mary Licklider did at Mizzou several years ago) for specific agencies
- Question to Board: Is it OK to send a Qualtrics link to the listserv to request topics that PD can turn into a webinar or online training session?
 - PD should use SurveyMonkey rather than Qualtrics for this; also review the Member Needs and Satisfaction Survey responses to see what members asked to have covered in PD webinars there
 - **Action: Agnoli** will notify Tuttle of this response from the Board

Revenue and Finance – Hansen

- Did not meet in May; will resume regular schedule in June

Strategic Alliances – Dresbeck

- No updates this month

Communications Working Group – Dresbeck

- No updates this month

Governance – Lyon Gardner

- Nathan Meier and Michael Spires expressed interest in joining the Governance Committee at the Conference; Lyon Gardner will follow up with them

Inclusive Excellence – Ward

- No updates this month

Executive Conference Committee – Jividen

- No updates this month

There being no further business, the meeting was adjourned at 2:48 pm Central.

Respectfully submitted,
Jennifer Lyon Gardner, Secretary

Note: The next Board Meeting is scheduled for Tuesday, June 25, 2019, at 1:30 p.m. Central; 12:30 p.m. Mountain; 11:30 p.m. Pacific; 2:30 p.m. Eastern.