

## MINUTES

### National Organization of Research Development Professionals Board of Directors Meeting

Tuesday, September 28, 2021

*The mission of NORDP is to advance the global capacity for and impact of research by strengthening the practice and profession of research development.*

- Roll Call – Joanna Downer
  - Present: Eva Allen, Melinda Boehm, Joanna Downer, Kimberly Eck, Faye Farmer, Jennifer Glass, Antje Harnisch,Carolynn Julien, Jill Jividen, Kim Littlefield, Lisa Lopez, Anne Maglia, Nathan Meier, Paul Tuttle, Etta Ward
  - Absent: None
  - Director Jennifer Glass logged off at 3:13
- Call to Order – Jill Jividen – 2:32 ET
- Board Culture Anchor of the Month
  - September 2021 – Listen to understand with empathy (yes, and!)
    - Listen not just to understand, but sometimes to also ask how someone is feeling about what they've mentioned
    - Consider intent vs. impact, explore how what you've said landed on someone else and to hear that out
    - Listen to everyone with empathy – sometimes a person just wants to be heard and acknowledged.
    - And use “yes, and” to acknowledge a point before moving forward
- Anti-racism and social justice – discuss how we want to make space for this in the regular BOD meetings.
  - Meier suggestion: What's one thing in JEDI (Justice, equity, diversity, and inclusion) in NORDP/RD and one thing in our own organizations.
  - Ward: from Cornell program she's in – doesn't have to be everyone all the time, but could ask these questions at each meeting: what have you learned most recently in JEDI, what have you accomplished in JEDI since the last time, what do you need to progress?
  - Decision to have an open floor invitation for either of these approaches each month.
    - Etta shared her success in developing “Leading for Inclusion Dialogues: LIDS” with leaders, to move from idea to action on climate. Cohort of 80, so working in sets of 40 – 22 for the first cohort, 20 for the second. Launched 9/27. Hard to get leaders to open up, but did get people to open up in the breakout rooms. But a lot are still feeling the environment very personally. Promoting this as a community for accountability and reflection.
    - Faye noted that with a need to have leaders engage and that it's likely to lose a few leaders before we get to go on to the ones who are ready.
    - Nathan – as Big 10, things exist that didn't when they were in the Big 12. DEO activities across the conference required for leaders/emerging leaders – “emerging friends” where one person puts forth a problem, turns around, and can hear the others discussing solutions but can't see them (per Farmer: that's the

Liberating Structures facilitation technique). This program done with peers/cohorts across institutions might be useful for other settings.

## **Consent Agenda**

- Approval of draft August 24 Board meeting minutes – Jill Jividen
- Financial Report (July) – Eva Allen
- Strategic Plan priority KRAs:
  - KRA 3.1 (RD101) – Joanna Downer – Train the trainer for 5-6 slated for October 20-22; new cohort of pilot (no fee) RD101 being scheduled for Nov/Dec, which will include both Katie/Paige plus new facilitators. Finalizing dates; those wait-listed from the last offering will be invited first, then will open to the membership. 10-35 participants.
  - KRA 4.1 (Inclusive Excellence Plan) – Etta Ward – see update below in CIE report notes
  - KRA 3.4 - NORDP Certification – Faye Farmer – scheduling focus groups; Faye asked the organizers to be cognizant of diversity in terms of demographics, seniority, position, institution type, etc. These will be held and completed by the end of Dec.
- Committee Reports (links to reports below):
  - Member Services – Paul Tuttle, second liaison TBD
  - Mentoring – Faye Farmer,Carolynn Julien
  - Inclusive Excellence - Etta Ward, Jennifer Glass
    - Re: climate survey RFP: at stage of reviewing submitted proposals, received lots of questions about timeline and are working through that. Have 3-4 proposals. Etta and Jennifer recusing themselves from the initial review since they'll review at Board level.
  - NORD – Kimberly Eck (as IPP), Faye Farmer
  - Professional Development – Melinda Boehm
  - Revenue & Finance – Eva Allen
  - Governance – Joanna Downer – did not meet in August
  - Communications Working Group – Antje Harnisch
  - Strategic Alliances – Anne Maglia
- Etta moved to approve consent agenda, Nathan seconded: VOTE 15 ayes, no nays, no abstentions

## **General Announcements**

- Conference Updates – Jill Jividen – Last month, looking for data regarding members' ability to attend the Bellevue WA meeting. Still awaiting final word.
- Update: job posting plan – Jill Jividen – Job posting service has launched; have already made \$1200 in a week. Have a new unexpected source of revenue. May not continue at this clip, but it's pretty exciting so far.
- Exploring a NORD Journal – Kimberly Eck – This has been discussed forever, but what it would contain is still being discussed. Different existing committees have wanted something for putting things into the universe under the NORDP umbrella. NORD will be mentioning this on the listserv, ask committees to reach out/contribute/provide content.

Really, really early in the conversation, but will make a call for things that would fit under the umbrella. Farmer – it sounds nebulous, and it is; they are doing some test cases to see what people want to submit and what would it need to be. So seeing what people's interests are and then will create a structure around it to crowdsource review, etc.

- Thematic Affinity Group Policy and Application Template – Paul Tuttle – Kathy Cataneo, Fletch, and a couple folks in the potential Affinity Group for non-STEM (DeVries & Workman) have developed a new policy and application template for Affinity Groups (AGs). Removed regions as AGs, since they are now structural elements of NORDP. Streamlined application process/template; define relationship of proposed AG to organization, particularly in terms of financial or other support. Existing AGs are grandfathered in and under the umbrella of MSC. If financial resources are needed by the AG, it would go to Member Services Committee, which would decide whether to put it forward to the Board/Revenue and Finance Committee. Ward: Do we have a policy for regional group budgets? Jividen: was going to have a policy for FPMR/NORDP support, but need to check in with Laura N. to see where that stands.
  - Joanna will create a Basecamp Message with link to the documents for discussion/comments and potentially an electronic vote.

### **Discussion Items**

- VOTE: Financial Policy and Procedures Manual – Eva Allen – this covers FPMR activities carried out on behalf of NORDP. Faye moved to approve the Manual as submitted by Eva; Kimberly Eck seconded. **VOTE:** 15 ayes; no nays, no abstentions.
- Impromptu topic – Faye Farmer – sent message for policy hackathon to consider all existing policies and identify weaknesses/new policies needed from a DEI/justice/belonging perspective. Jividen noted that Executive Conference policy needs to be updated, too, given engagement of an organization management group and event planners, etc. Now setting up a meeting for the Board to charge them with the policy review and hackathon; goal is to set vision and for the working group to come up with their scope and methods. Looking for additional Board members to join those meetings the second week of Oct.
- 2030 Visioning Exercise – Jill Jividen – After a brief discussion, Jividen suggested the visioning exercise be held until January 2022. Those present agreed.
  - **DECISION:** Discuss visioning in the December 2021/January 2022 Board meeting(s).

There being no further business, the meeting was adjourned at 3:56 pm ET.

**Note:** The next Board Meeting is scheduled for Tuesday, Oct. 26, 2021 at 2:30 pm Eastern; 1:30 pm Central; 12:30 pm Mountain; 11:30 am Pacific.