

MINUTES
National Organization of Research Development Professionals
Board of Directors Meeting
Tuesday, October 26, 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.

- Call to Order – Jill Jividen – 2:33 pm ET
- Roll Call – Joanna Downer

Present: Eva Allen, Melinda Boehm, Joanna Downer, Kimberly Eck, Faye Farmer, Jennifer Glass, Antje Harnisch, Jill Jividen,Carolynn Julien, Kim Littlefield (joined 3:47 pm), Lisa Lopez, Anne Maglia, Nathan Meier, Paul Tuttle, Etta Ward

Absent: none

- Board Culture Anchor of the Month
October 2021 – Create a brave and safe space for discussion
- Open floor for sharing related to anti-racism and social justice in NORDP, RD, and/or our own institutions
 - Jill Jividen: University of Michigan posted a 50% faculty position for Research DEI work (stems from anti-racism internal grant program)
 - Jennifer Glass: Leadership forum content impressed her on who speaks up during research meetings
 - Eva Allen working with a NOAA proposal recently, had a discussion on using “JEDI” vs “DEIJ” (federal-speak)
 - Joanna asked if the BOD/CIE has a preference for terminology used for this agenda item; answer was there’s no single preference. DEIABJ – diversity, excellence, inclusion, access, belonging, and justice

Consent Agenda

- Approval of draft Sept. 28 Board meeting minutes with updated language re visioning – Jill Jividen.
- Financial Report (August) – Eva Allen
 - note next month we’ll have eyes on the end of year report
- Strategic Plan priority KRAs:
 - KRA 3.1 (RD101) – Joanna Downer
Train the trainers sessions were last week and this week; Pilot course is full between respondents from last session’s waitlist and new registrants from the open call to NORDP members; aiming to provide it twice per year in 2022 with a registration fee

- Multi-institutional RD group in Florida applying to NSF Germination grant on team science training for RD professionals, if awarded, may be able to turn their product into a future course.
- KRA 4.1 (Inclusive Excellence Plan) – Etta Ward
Working Group is finishing the review of the proposals; will be contacting one of the respondents to request cost information for expanded activities to be certain they are comparing apples to apples.
- KRA 3.4 (NORDP Certification) – Faye Farmer
The WG will submit two reports from their focus group and survey activities by the end of 2021. Faye will reconvene the full task force to determine next steps and may solicit additional volunteers as appropriate.
- Committee Reports
 - a. Member Services – Paul Tuttle, second liaison TBD
 - b. Mentoring – Faye Farmer,Carolynn Julien
Faye to suggest a demo of WisdomShare at the co-chairs meeting in January
 - c. Inclusive Excellence - Etta Ward, Jennifer Glass
 - d. NORDP – Kimberly Eck (as IPP), Faye Farmer
 - e. Professional Development – Melinda Boehm
 - f. Revenue & Finance – Eva Allen
 - g. Governance – Joanna Downer
 - h. Communications Working Group – Antje Harnisch
 - i. Strategic Alliances – Anne Maglia
 - j. Nominating Committee – Nathan Meier
 - k. Executive Conference Committee – Jill Jividen
 - Conference Planning Committee
 - Conference abstracts were announced this week
 - Jam board will be launched soon to connect presenters/idea generators

Eva Allen moved to approve the consent agenda; Etta Ward seconded. The motion passed.

General Announcements

- Update on Jobs Board – Jill Jividen
 - The job board has been returned to the public-facing portion of the NORDP website
 - Paid requests for job postings has resulted in almost \$3000 revenue over the past two months
 - Can the jobs board be pushed out to the world to enhance NORDP position? Antje (CWG board liaison) says she’s not aware of any discussions within CWG about promoting job postings through social media but will follow up with the group.
- Reminder to Liaisons to encourage committees to nominate for NORDP Awards
 - Nominations due Dec 1 (Innovation, Leadership, Rising Star). Board members cannot nominate for these. Webinar about these awards is scheduled for Oct. 30.

- Discussion regarding the Board's eligibility to nominate in these categories covered original rationale for excluding BOD nominations. NORDP Awards Task Force will consider whether adjustments are needed for the 2022 call.
- Adjustments to Academic/Affiliated Medical Centers NORDP Affinity Group documents -- Joanna Downer
 - AMC NORDP, and official NORDP Affinity Group, is updating their charter to reflect how leadership selection and its timing are working in practice. No vote needed, but if you have any questions or concerns, reach out to Joanna directly.

Discussion Items

- Discuss and VOTE: supplemental request from Strategic Alliances for \$7,500 to match ARIS pledge toward NORDP/ARIS joint fellows -- Eva Allen
 - Anne Maglia (liaison to Strategic Alliances): This partnership with ARIS aligns with our NORDP mission through visibility with another research organization, connects to NORDP's MOU with ARIS, and will produce a knowledge deliverable as a result (similar to NORD)
 - Discussion identified areas needing clarification: Is this for the previous call for applications, a special call, or next year's call? Is ARIS handling all logistics, or do they expect NORDP to play a role? Could the deliverable connect with NORD?
 - Further discussion identified the need to be cognizant of potential discrepancies in Board attention and/or organizational recognition for similar kinds of resource-creating activities (e.g., extensive work with CIMER and NRMN to create the RD-specific mentor training).
 - Is there way to integrate NORD into these relationships?
 - **ACTION:** Anne (as liaison) to seek clarification from ARIS, and Joanna (as Secretary) to create Basecamp discussion and initiate an email vote once these questions are clarified.
- Discuss and VOTE: Affinity group policy and template -- Paul Tuttle/Joanna Downer
 - Discussed briefly last meeting, and some additional input was provided by Jill and Eva in Basecamp (e.g., to remove specific mechanisms, such as WebEx or Zoom, from the documents and refer instead simply to NORDP platforms).
 - Paul will update the documents with suggestions from Jill and Eva; no further changes were identified.

Anne Maglia moved to approve the policy and templates with the identified edits, Joanna Downer seconded. The motion passed

- "Catalyst Campaign" working group/NORDP philanthropy -- Eva Allen
 - Background: the Catalyst Campaign fundraising group requested the ability to make donations to NORDP for a variety of potential uses (emphasizing DEI efforts) with ultimate responsibility/authority for deciding upon its use held by the Board. This capability has been established, and some gifts have been made. The Catalyst team has requested guidance and support.

- Eva also wonders if this group, which has been tied to Revenue and Finance Committee, could/should be separated. Options could be a separate, formal philanthropy committee of current Catalyst members with additional members via an open call to the listserv or via invitation, or as the Board or sub-group of the Board. Care should be taken to ensure it's an inclusive group, and so the Board might recommend an open call for additional members depending on what the team says their needs are.
- Can/should this live in sponsorships? Kimberly Eck: Sponsorship is a smaller group (20 – 24 organizations) engaged on a business case level, so wouldn't be the right home.
- Eva anticipates that part of their needs are determining the communication strategy, guidance on messaging, and approaching folks for funding. The Board discussed possible approaches, given that this kind of fundraising is not currently a Board priority.
- **ACTION:** Jill and Eva will discuss with the Catalyst team what they need – to turn it over completely, to get additional team members to do and/or drive the work, etc. – and report back to the Board.
- Request from RD team at Arizona State University (ASU) for NORDP to take positions and action to address reviewer bias in research -- Jill Jividen
 - Discussion confirmed that we want this to move forward as a board. Suggestions include:
 - task force formation
 - possible coordination with NORD on producing concept paper. Eck shared that given NORD's current focus on standing up an RD publication option, they wouldn't be the right group to take this on now.
 - coordinating with CREDITS subgroup
 - provide recommendations to NORDP and/or Board for action regarding our own review processes & practices (e.g., for awards and NORD grants)
 - identification of and invitation to individuals to speak on this topic at conference
 - **ACTION:** Jill to develop response to the ASU team, request review of it by CIE, and then reply. Response will include invitation to them to form a task force on this topic.

There being no further business, the meeting was adjourned at 4:28 pm ET.

Note: The next Board Meeting is scheduled for Tuesday, Nov. 23, 2021, at 2:30 pm Eastern; 1:30 pm Central; 12:30 pm Mountain; 11:30 am Pacific.