

MINUTES

National Organization of Research Development Professionals Board of Directors Meeting

Tuesday, May 24, 2022

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, Joanna Downer, Kimberly Eck, Faye Farmer (left at 3:27 ET), Jennifer Glass, Antje Harnisch,Carolynn Julien, Jill Jividen, Kim Littlefield, Lisa Lopez, Anne Maglia (left at 4:02 pm), Nathan Meier, Paul Tuttle, Etta Ward (arrived 2:37 pm, left 3:39 pm ET, returned 3:59 pm)

Absent: Melinda Boehm

- Call to Order – Jill Jividen – 2:32 pm ET
- Board Culture Anchor of the Month
May - what previous culture anchors are resonating in your work and life?
Assume positive intent
Share disagreements during, not after, discussion
Lead and mentor with empathy
- Open floor for sharing related to DEIABJ (diversity, equity, inclusion, access, belonging, and justice) in NORDP, RD, and/or our own institutions - experience to share, opportunity for improvement, success?

Acknowledged and checked in regarding recent violence in the news – Buffalo, California – and the two-year anniversary of George Floyd's murder. We held a moment of silence in recognition and respect.

Antje's internal program is about to finish.

Faye shared that evaluations of a spring curriculum for faculty women of color identified a mismatch with needs, and so she has invited them to develop a curriculum, with financial support from the University.

Etta's Leading for Inclusion Dialogues for the ADVANCE grant to move STEM deans and other leaders into action -- while the participants say they want to accomplish a lot of the action steps, they've second guessed supporting the activities that people/faculty of color tell them they need. The two cohorts want to have a full group gathering and want to move forward together with monthly chats and additional efforts.

Paul shared there's an amazing new television commercial for North Carolina A&T State University (his previous institution) that reflects the institution's history and diversity.

Jill's institution (U. Michigan) is going in for their third attempt at FIRST (NIH faculty hiring program to enhance diversity in biomedical research and academia and improve

academic culture), as are Duke (Joanna Downer) and Emory (Kimberly Eck). Arizona State (Faye Farmer) is going in for the first time.

Consent Agenda

5. Approval of draft Mar. 22 Board meeting minutes – Jill Jividen (no Board meeting in April due to NORDP Conference)

- Financial Report for Feb. and March, including the FY21 990 form) – Eva Allen
Virtual conference exceeded the sponsorship and registration goals (>800 registrants).
- Strategic Plan priority KRAs:
 - a. KRA 3.1 (RD101) – Joanna Downer
She needs to hold a de-brief on the 2-week version of the program offered to Arizona just before the NORDP conference and get evaluation reports from Sharon Pound.
 - b. KRA 4.1 (Inclusive Excellence Plan) – Etta Ward, Jennifer Glass
Climate survey is live! Invitations to complete the survey went out Monday 5/23. CIE was happy to see lots of DEI-related activities at the conference, and that those activities weren't just from CIE, so lots of people and groups are owning this work. Gretchen Kiser did a lot of work to get this to the finish line, with others, but also a lot of extra work.
 - c. KRA 3.4 (NORDP Certification) – Faye Farmer
Nothing new to report.
- Committee Reports (March and April):
 - a. Member Services – Paul Tuttle, **second liaison TBD**
 - b. Mentoring (March and April reports) – Faye Farmer, Carolynn Julien
 - c. Inclusive Excellence - Etta Ward, Jennifer Glass
Subset is developing Paralysis to Practice – P2P – as a model to continue conversations stimulated by the conference.
 - 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, Lisa Lopez
 - k. Executive Conference Committee – Jill Jividen
ECC report provided to the Board for March; they are still working on the 5-10 year plan for conferences. Conference Planning Committee is already planning the next meeting, with a site visit at DC – Hyatt Regency Crystal city in early-mid June.

→ Etta moved to approve the consent agenda; Paul seconded. MOTION PASSED.

General Announcements

- Year in Review: June 14, noon-1 pm ET– Jill
President, Vice President, and Treasurer will present in this Zoom meeting-format event. Registration is open. President will report on accomplishments from the past year, borrowing

from the conference committee materials; Treasurer will provide a financial report, and Vice President will acknowledge incoming and outgoing Board members and officers. There should be time for Q&A.

- FPMR review & next steps– Jill Jividen and Anne Maglia

This is an annual review of FPMR staff; Jill and Anne met with Jim Booth and Laura to discuss. The results are available in Basecamp. The Board discussed actions needed, which focused on improving communications between FPMR and the Board and determining the actual effort level the organization needs. While NORDP has never had staff attend its Board meetings, other organizations do and FPMR has requested to attend; optimizing the organization's relationship with and needs for an association management firm should be a topic at the fall BOD retreat.

- Updates on Policy Task Force – Faye Farmer and Paul Tuttle

Calendar invitations have been distributed for 14 meetings set up from now through Aug 24 to go through the three general, large-scale tasks the group has defined. ~18 people participating. Paul Tuttle, Sandy Justice, and Dean Gerstein are facilitating the discussions in these meetings.

- 2022 BOD election results – Lisa Lopez, Nathan Meier

→ Paul moves to approve the elected Board members, Nathan seconded. MOTION PASSED.

→ Next steps: Nom Com will notify the candidates, and Jill/NomCom will communicate to membership via the newsletter and at the Year In Review meeting.

Ballot closed May 16. 29% of those who got ballots voted, the election was determined to be fraud free. Elected were: Becca Latimer, Samar Sengupta, Jessica Moon, and Kim Patten (designated MSI seat). Their terms begin July 1.

Board member Jennifer Glass, who occupies a designated PUI seat, has moved to U Mass Dartmouth, an R2 that while very undergraduate focused confers more doctorates than allowed to meet the NSF PUI definition, which is the definition NORDP uses. We need a policy that will provide guidance to the Board when a Board member who holds a designated seat moves to an institution that doesn't meet that definition. Lisa and Carolyn are both at PUIs although they occupy at-large seats. Faye will take this need to the policy group.

- Electronic Vote held in April on Dues increase; discussion held on Basecamp Message Board April 14 - April 20, 2022. In Basecamp, Jill moved to approve the proposed dues increase; Carolyn seconded. The Secretary called for a vote by email with votes due by local EOB on April 25. MOTION PASSED – Joanna Downer

There will not be a provision for "early" renewals at the current rate – NORDP members' renewal dates stays the same no matter when the member renews, and so the new dues rate will be effective for any member whose membership expires on or after Oct. 1, 2022.

Discussion Items

- Officer elections–President-Elect

Nathan Meier was nominated for VP/President-Elect. Discussion was highly supportive.

→ Kimberly Eck moved to approve Nathan as VP/President-elect; Lisa Lopez seconded.

(Nathan recused himself for the discussion and vote.) MOTION PASSED

Joanna welcomed Board members interested in shadowing the Secretary role to let her know. [Subsequent to the BOD meeting, Director Melinda Boehm expressed interest and will be shadowing her for 2022-2023, becoming Secretary July 2023.]

- Board Retreat & Strategic Planning Proposal: HOLD Sept 7-10 (**all day Thurs/Fri**)—Anne
Currently looking at holding on the MIT campus in the Endicott House, which has hotel and dining nearby; is in line with cost of past in-person Board retreats. Facility has capability for hybrid meeting for anyone who can't travel. Fly into Boston Logan. [Subsequent to the May BOD meeting, an improved location was identified, and the retreat will be held there: Residence Inn Boston Cambridge.]
- Roll-out of dues increase—Jill
Discussion of communications steps. Small group will provide feedback on communications she drafts.
- By-laws engagement plans—Jill
Regarding member input on eligibility for the Board from individuals at for-profit companies (which was inherent in the slate of candidates for this year's election), the Board will invite ~30 folks to participate in a July 11 focus group to discuss how board candidacy can reflect the organization's values of diversity, equity, and inclusion. A Town Hall on July 29 will be open to all. Governance will then finalize the wording of the By-Laws, make available for member comment, then forward to lawyer. Jill will continue to shepherd as IPP. Governance and the policy task force are also reviewing the By-Laws for other language that needs to be updated.
Q: regarding whether the President term should be longer than one year. A: The three-year model gets around some of that by having the individual present for three years – VP, President, IPP. The length of the officers' terms was shaped in part by the decision that the Board terms would be 4 years and not longer. And the IPP role is now formalized in the by-laws and includes formal Board membership.
→ The Board might decide to discuss in full at some point the length of officer positions and automatic movement of VP/President-elect to President.

There being no further business, the meeting was adjourned by Jill at 4:22 pm ET

Respectfully submitted,
Joanna Downer, NORDP Secretary

Note: The next Board Meeting is scheduled for Tuesday, June 28, 2022, at 2:30 pm Eastern; 1:30 pm Central; 12:30 pm Mountain; 11:30 am Pacific. This will be the last meeting of this Board cohort.