

MINUTES

National Organization of Research Development Professionals Board of Directors Meeting

Tuesday, June 28, 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 – Jennifer Glass for Joanna Downer
Present: Eva Allen, Melinda Boehm, Joanna Downer (joined at 3:35 pm ET), Faye Farmer, Jennifer Glass, Antje Harnisch,Carolynn Julien (joined at 3:00 pm ET), Kimberly Littlefield, Lisa Lopez, Nathan Meier, Anne Maglia, Paul Tuttle, Etta Ward
Absent: Jill Jividen, Kimberly Eck
- Call to Order – Anne Maglia: 2:43 pm ET
- Board Culture Anchor of the Month
June 2022: Celebrate individual and group successes
Anne – VC promoted to Chancellor, first LBGTQ and first Asian woman Chancellor, group had in-person retreat to celebrate success (survive covid and be nice to each other)
Etta – the Leading for Inclusion Dialogues (LIDS) cohort experience that she led has become a community to create supportive climate and culture.
- 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?
Faye: ASU working NIH FIRST proposal and it's coming together and people are working hard
Nathan: internal review panel process that incorporate and advance JEDI worked very well and has been well received by faculty and executive leadership.
Anne: remote hiring has allowed more diversity. In a retreat we focused on what's next – how to maintain respect and promote diversity and make sure opportunities for advancement are equitable. Human resources did a great workshop.

Consent Agenda:

- Approval of draft May 24 Board meeting minutes – Anne Maglia
- Financial Report– Eva Allen
- Strategic Plan priority KRAs:
 - a. KRA 3.1 (RD101) – Joanna Downer (absent)
 - b. KRA 4.1 (Inclusive Excellence Plan) – Etta Ward—issue for board: where to store resources that committee has collected?
 - c. KRA 3.4 (NORDP Certification) – Faye Farmer-survey to gauge the interest is in the works, so we will be hearing more in the near future. Could be part of the member services survey, or something that is stand alone.

- Committee Reports:
 - Member Services – Paul Tuttle
 - Mentoring – Faye Farmer,Carolynn Julien
 - Inclusive Excellence - Etta Ward, Jennifer Glass
 - NORD – Kimberly Eck (as IPP), Faye Farmer
 - Professional Development – Melinda Boehm
 - Revenue & Finance – Eva Allen
 - At the R&F retreat, four key strategies were identified for designing the FY2023 budget:
 - Marketing and communications plan
 - Virtual programming at a profit
 - Maximize operations and align to strategic priorities
 - Make NORDP the “go to” place for RD
 - Governance – Joanna Downer
 - Communications Working Group – Antje Harnisch
 - Strategic Alliances – Anne Maglia
 - Nominating Committee – Nathan Meier, Lisa Lopez
 - Executive Conference Committee – Jill Jividen
 - Conference Planning Committee

→ VOTE: Etta Ward moved to approve the consent agenda, Paul Tuttle seconded. MOTION PASSED.

General Announcements:

- Role of Board Liaisons – Carolynn noted that LEAD was successful in getting people to run for the board, but many of those people are serving as a committee co-chair, and there is some confusion on role of board liaison. Discussion centered around the challenges of time commitment and change of focus to be on the board and also be a co-chair. The original Board member expectations were that Board member should serve as a committee chair, but with the Board’s shift toward higher level strategy rather than operations, the intention is to relieve Board members of that expectation by explicitly saying that Board members shouldn’t be committee chairs. The Board liaison role ensures that committees are connected to the Board for a bi-directional flow of information, but carries a lower time commitment for that Board member than if they continued to chair the committee. While new Board members Jessica Moon and Becca Latimer are both on the Conference Committee, that is a corporate committee that can negotiate contracts, so is fine for them to continue to serve in that role. It is also expected that there may be a transition period for other Board members chairing committees to transfer their committee leadership responsibilities to others, so an instant change isn’t necessary.

Discussion also noted that it would be helpful to have a description of the Board liaison role , and that such clarity would help new Board members shift their responsibilities. Faye noted that the topic is on the list for the policy task force’s consideration. It was noted that the Mentoring Committee is experiencing significant volunteer burnout; others noted that new leaders need not replicate the energy or focus of the outgoing directors, and making that clear may help new folks step up. A question was also raised regarding whether term limits for committees should be instituted. While some committees already have them, it would be a good question for the committee co-chairs meetings

→ ACTION: Anne and Nathan will put some information together for Jill for the committee co-chair meetings.

- MSC and SAC need new Board liaisons; other committees will need a second (CIE and others) – Anne Maglia
 - We will raise this opportunity in the July meeting as well so that new Board members can identify roles of interest.
- Fall Board Retreat – Anne Maglia
To be held at the Residence Inn in Cambridge, MA. The facility requires no deposit, and we can cancel up to a week before if needed. There will be a Thursday evening cooking class as a team-building event. Overall dates are September 7-10 (with meeting occurring on the 8th and 9th). If you book flights early, make sure they are refundable or you can use for other purposes. There is a travel expense form for reimbursement of expenses; the hotel will be booked by FPMR.

Discussion Items

- Confirm Board mentors – expectations & outreach – Joanna (for Jill)
Yes, the Board mentors and their new Board member mentees have been confirmed and have connected. An orientation session for all new Board members, to be led by the IPP and with content from the Treasurer, is scheduled for Wednesday, July 13.
- Thoughts from outgoing directors?
Etta – Continue being as transparent as possible to grow NORDP as an organization that positions RD as a viable career and as a resource. In RD, we are on the frontlines of DEI, but we can still struggle to bring this home to our institutions. Use your agency—get things done.
Paul – Many people feel they are not ready to be a board member. I felt that way too. But I found Board service was a rich unfolding of professional development opportunities with values, deliberateness, transparency, and honesty, and I found Board service to be among the most fulfilling experiences I’ve had. I have appreciated the opportunity to grow with all of you.
The Directors present expressed appreciation for their many contributions and their service. An item in recognition of their service will be sent by FPMR to the addresses provided; if an item is not received, let Joanna know.

There being no further business, the meeting was adjourned at 3:53 pm ET.

Respectfully submitted,
Joanna Downer
NORDP Secretary (2021-2023)

Note: The next Board Meeting is scheduled for Tuesday, July 26, 2022, at 2:30 pm Eastern; 1:30 pm Central; 12:30 pm Mountain; 11:30 am Pacific.