

MINUTES

National Organization of Research Development Professionals Board of Directors Meeting

Tuesday, October 25, 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.

1. Roll Call – Joanna Downer

Present: Eva Allen, Melinda Boehm (joined at 3:29 pm ET), Joanna Downer, Faye Farmer, Jennifer Glass, Antje Harnisch, Jill Jividen,Carolynn Julien, Becca Latimer (left at 3:28 pm ET), Lisa Lopez (joined at 3:05 pm ET), Nathan Meier, Jessica Moon, Kim Patten (left at 4:30 pm ET), Samar Sengupta

Absent: Kim Littlefield, Anne Maglia

The meeting Zoom could not be opened due to multi-factor authentication requirements:

Joanna to follow-up with FPMR regarding solutions (a) could we have the code for the Board meeting Zoom go to secretary@nordp.org? (b) if not, should Kira launch for us (4th Tues, 2:30-4:30 ET) or should we use an institutional account?

Guests present: SAC representatives Karen Eck, Elizabeth Festa, Peggy Sundermeyer

2. Call to Order – Nathan Meier – 2:39 pm ET

5. SAC leadership visit (Karen Eck, presenting)

SAC benefits the organization and NORDP members; is about organizational development. SAC is partnering nationally and getting into the international space with INORMS.

VISION: Through our partnerships, position NORDP as the leading org for RD through knowledge mobilization and in the global research enterprise.

- Advocates for research and RD, furthering RD as a profession
- Elevate the profile of NORDP
- Current subgroups on international, liaisons, engaging strategically with federal programs and sponsors like SAC has done with AAAS, APLU, COGR

External Engagement Committee was predecessor, in ~2016 changed to SAC which included the Communications WG and conference sponsors.

SAC/NORDP Partnerships: Some are person-to-person and some are organization-to-organization – NACRO, NRMN, NPA, etc. Liaisons apply to serve in that role. Liaisons should be attending the other organization's annual conference.

Org-to-org and leader-to-leader partnerships are preceded by a recommendation to the NORDP Board and involve formal agreements. Examples: **INORMS** (Intl Network of Research

Management Societies; Karen Eck is on Council, others NORDP members also have leadership role; next meeting is in South Africa; NCURA, SRAI, CARA also attend) – NORDP became official member in 2020. Currently joining forces with CARA – Canadian Association of Research Administrators – to propose holding the INORMS meeting in North America in 2027. **ARIS** – Advancing Research Impact in Society (previously NSF Broader Impacts group; Kim Patten is connection). **NACRO** – Network of Academic Corporate Relations Officers (Rachel Dresbeck is leading NORDP involvement, lots of conference cross-attendance).

Liaison Program: established in 2014, has offered travel awards since that time, but program is little used. Liaisons serve as point of contact, share RD-related intel with NORDP membership, increase visibility of NORDP and RD. Impact of Liaison activity: NORDP members participate in and present at other orgs' conferences, which has driven development of some NORDP materials (e.g., NROAD to RD internship/training framework).

Impact of SAC:

- Original newsletter led to CWG
- Retaining former BOD members led to Fellows Program
- Work with InfoReady led to NORD program
- Relationship with APLU led to NORDP's HBCU & RD gift
- Co-sponsored 2018 RD Leadership Forum with NACRO
- 2022 RD Champion award went to Susan Renoe, Exec Dir of ARIS, an important strategic alliance
- SAC represents NORDP globally, enhancing international membership
- SAC activities have resulted in multiple conference presentations

What can SAC do better:

- Be proactive rather than reactive; engage with other NORDP committees to represent NORDP at relevant orgs
- Frame a NORDP and RD presentation for relevant organizations (e.g., from exposure at the 2021 virtual INORMs conference, Rachel Dresbeck and Karen Eck presented to India Research Management Initiative and Brazilian Research Administration and Management Association; "Research Management" is the term used for Research Development overseas)
- Working with Member Services Committee to attract international members
- Communicating SAC's successes
- Increasing member engagement in SAC

SAC Goals (3 years)

- Ensure NORDP BOD and membership understands and contributes to value the work of SAC
- Expand liaisons and potential partner orgs
- Expand MOUs, etc.

SAC and the membership:

Broadens awareness of RD as a profession, broadens RD beyond proposal development, enables professional growth and networking nationally and internationally, creates financial

“return” (HBCU grant, InfoReady NORD funding). Connections don’t have to be a NORDP leader, but SAC needs to figure out how to expand access to these opportunities.

SAC has various meetings throughout the year at various frequencies, including SAC leadership (monthly), liaisons (monthly), international partners, and the full committee (quarterly)

Board Q: How are partner organizations identified:

A: Karen Eck: There’s a list from awhile ago of potential partner organizations that we want to target, and NORDP members can propose organization(s) they want to be liaisons with.

Elizabeth Festa: Proposers need to identify how their role as liaison/how that other organization would benefit NORDP and its membership. Peggy Sundermeyer: SAC leadership is currently trying to replace liaisons who have stepped down, also working to identify minority-focused organizations (ASHI), and looking at Corporate and Foundations Relations group within the national Council for Advancement and Support of Education (CASE)

Board Q: Excited to hear how SAC will be extending the opportunities to non-leaders.

Zoom chat identified Society for Advancement of Chicanos/Hispanics and Native Americans in Science (SACNAS) as a good entity to partner with to support pipeline development. It was also mentioned that a quick win could be rekindling National Postdoctoral Association (NPA) relationship and getting an MOU, the lack of which Samar (liaison to NPA) mentioned had contributed to the relationship stalling.

At roughly 3:16 pm ET, the SAC presentation and discussion having concluded, the guests left the meeting.

Post-session de-brief: For other committees invited to present to the Board, we might prefer to have an agenda and to “tell them what they need to tell us” to enhance discussion and minimize presentation. Presentations could be educational/informative in part or in whole, unless a specific action is needed. Kim Patten as SAC member and liaison offered to recuse herself for the discussion, but it was determined to be unnecessary; the Secretary offered to communicate a request for recusal anonymously if needed to ensure open discussion. The SAC budget request was not discussed at this time, but held for the main Discussion section of the meeting (see below). NORD was proposed as the next group to invite to present to the BOD.

3. Board Culture Anchor of the Month

October 2022 – Create a brave and safe space for discussion

Nathan shared that he has appreciated the modeling of this culture anchor that Mentoring has done, identifying the design of alliance/rules of engagement, etc., revisiting those over time, etc.

Eva – appreciated having the chance to be in person in Boston to establish these things with one another. Nathan – hopefully the technology allowed everyone to feel present, even though the time difference might not have been optimal. Jennifer shared that mostly it was as good as could be expected and good enough.

4. 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?

- What have you learned most recently in DEIABJ?
- What have you accomplished in DEIABJ since the last time?
- What do you need to make progress?

Faye: for ASU used NORDP experience with Kanarys as a comparison to get the ASU task force to identify the purpose of a climate survey and how to act on results.

Jessica: submitted their Center's DEI-related P30 last week; she was able to incorporate a lot of best practices identified through her work with NORDP.

Consent Agenda

6. Approval of draft Sept 27 Board meeting minutes – Nathan Meier – **with edits from Eva.**

7. Financial Report – Eva Allen

8. Committee Reports (links to reports below):

- a. Member Services – Antje Harnisch, Faye Farmer
- b. Mentoring –Carolynn Julien, Jennifer Glass
- c. Inclusive Excellence – Samar Sengupta, Jess Moon
- d. NORD – Faye Farmer
- e. Professional Development – Melinda Boehm, Lisa Lopez
- f. Revenue & Finance – Eva Allen
- g. Governance – Joanna Downer
Samar will join Governance as a representative from CIE
- h. Communications Working Group – Antje Harnisch
- i. Strategic Alliances – Kim Patten
- j. Nominating Committee – Nathan Meier, Lisa Lopez
- k. Executive Conference Committee – Jill Jividen
 1. Conference Planning Committee – Becca Latimer, Jess Moon

→VOTE: Antje moved to approve the consent agenda, Melinda seconded. MOTION PASSED

General Announcements

9. Conference planning/staffing update - Jill Jividen

Plan is to release RFP for conference planners on Friday. Provide final comments on it in Basecamp by Thursday morning. Also use the spreadsheet in Basecamp to identify any companies to send to directly.

→ Secretary will call for an electronic vote Th-Friday on the final version.

Jess Moon: Negotiated permission to reach out to potential keynotes/speakers with FPMR, FPMR has approved language, and that is moving forward. One keynote invited, and the second in works. Abstract submissions closed Oct 15, had ~80 submissions.

10. VOTE - approve additional signatories for bank accounts – Eva

→ VOTE: Eva moved to add Antje as signatory as assistant Treasurer; Samar seconded.

MOTION PASSED

The Treasurer and Secretary are currently both scheduled to transition at the same time.

11. Scheduling for Nov 22 and Dec 20 BOD meetings – Nathan

→ Based on discussion, next two Board meetings will be November 29 (original date had been Nov 22) and Dec. 20 (original date had been Dec 27).

12. NomCom - Fall Board Member Info Session - December – Lisa

NomCom plans to split Board representation between the Dec and Feb sessions, inviting new (1st and 2nd year) BOD members for Dec, and others/more senior for Feb. Will take this invitation off-line.

NomCom also is working on Board eligibility guidelines. Question to the Policy task force is whether there is a template for formatting the policy; Antje says the template is in process.

Discussion Items

13. Retreat Follow-up – Nathan Meier

Reviewed retreat notes as a Google doc and identified champions for action items. Those champions will be asked to develop an action plan of process and timeline prior to the Nov. BOD meeting

14. Remaining decisions re FY23 Budget – Eva Allen

- a. *NORD grants*: R&F recommends matching InfoReady's \$7,500 pledge, with a reminder to NORD that they can request a supplement later for additional meritorious applications - Eva
- b. *Leadership Forum*: R&F recommends disapproving the entire request and inviting revision and resubmission without payments to member-volunteers - Eva
- c. *Strategic Alliances*: R&F does not have a recommendation, awaiting SAC presentation during this meeting - Kim Patten.

→ VOTE: To approve recommendation (a). Faye moved, Antje seconded. MOTION PASSED

→ VOTE: Ask Leadership Forum to revise and resubmit the budget request with requirement that funds currently cannot be used to compensate NORDP members who are presenting or involved in LF. Moved by Samar, Lisa seconded. MOTION PASSED

→ VOTE: Reject SAC budget request and recommend they revise and resubmit in partnership with the Revenue and Finance Committee. Samar moves,Carolynn seconded. MOTION PASSED

16. Wrap-up/Reflections – Joanna – tabled

There being no further business, the meeting was adjourned at 4:44 pm ET

Note: The next Board Meeting is scheduled for Tuesday, **November 29**, 2022, at 2:30 pm Eastern; 1:30 pm Central; 12:30 pm Mountain; 11:30 am Pacific.