

MINUTES

National Organization of Research Development Professionals Board of Directors Meeting

Tuesday, February 22, 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, Melinda Boehm, Joanna Downer, Kimberly Eck, Faye Farmer, Jennifer Glass, Carolynn Julien, Jill Jividen, Kim Littlefield, Lisa Lopez, Anne Maglia, Nathan Meier, Etta Ward

Absent: Antje Harnisch

Kim Littlefield left at 4:15 for another meeting

- Call to Order – Jill Jividen at 2:33 pm ET

Board Culture Anchor of the Month – **February 2022 – Share disagreements during, not after, discussion**

- Jill Jividen shared thoughts that sometimes a disagreement requires thinking, cooling down, whether a disagreement is with one person vs. group better to wait, etc.
- Carolynn Julien - Thinkers need to process, but a big thing is culture of trust, and if trust is present then disagreement is easier.
- Eva Allen – As an introvert who rehearses what I'm going to say, in-the-moment is difficult
- Paul Tuttle – Could be about bringing the discussion back to a group during our meeting, rather than creating side discussions
- Kimberly Eck – Want to encourage us to consider how we continue to build trust among each other in our largely virtual environment. Sense a tendency across the Board toward not raising points if it seems that the group is heading toward consensus. It's really okay to have dissenting votes. So wondering how do we make sure we have the time, safety, and trust to voice dissenting opinions.
- Open floor for sharing related to DEIABJ (diversity, equity, inclusion, access, belonging, and justice):
 - Joanna Downer is taking part in Teaching and Leading Equity Now curriculum at Duke, 3 of 4 sessions are complete.
 - Kimberly Eck – wants to crowdsource use of funding for travel awards for Emory, regarding support for travel or other expenses that may keep individuals with care needs etc. to be unable to travel. Etta shared that her institution's experience is that the preconceived notions of what needs there are and therefore what would be covered need to be either supported by survey or by leaving the specific needs vague (e.g., "caregiving support needs" rather than "child care")
 - Etta Ward – The DEI program she's launched has two cohorts at a time, 1-hour at a time, funded by an ADVANCE grant, involves STEM and STEM-adjacent Deans and Chairs, have completed up to session 3 (on privilege) and have 2 more sessions by the end of June. People are expressing gratitude for it. And a

month ago or so Etta was invited to do a session on mentoring for an Responsible Conduct of Research (RCR) session for ~150 people; she chose to present on mentoring across differences, and it was a really great experience with a lot of engagement.

Consent Agenda

- Approval of draft Jan. 25 Board meeting minutes – Jill Jividen
- Financial Report – Eva Allen
- Strategic Plan priority KRAs:
 - KRA 3.1 (RD101) – Joanna Downer – RD101 facilitators meeting tomorrow again, will have a proposal for next steps after that.
 - KRA 4.1 (Inclusive Excellence Plan) – Etta Ward – NextPat has backed out, so CIE is back at square one. So Exec Cmte will be working with a sub-group of CIE to move forward. Will need to ensure that baseline data is available for a robust report.
 - KRA 3.4 (NORDP Certification) – Faye Farmer – Still awaiting second report
- Committee Reports (links to reports below):
 - Member Services – Paul Tuttle, **second liaison TBD**
 - Mentoring – Faye Farmer, Carolynn Julien
 - Inclusive Excellence - Etta Ward, Jennifer Glass
 - NORD – Kimberly Eck (as IPP), Faye Farmer -- Two financial items in this report – options for journals are likely a future topic for discussion. The other is signaling for whether the BOD would be interested in investing in the InfoReady NORD grants. Kimberly Eck will gather info on number of applicants, quality, etc. Eva Allen recalls that the feeling was that the BOD was generally supportive, but didn't see an immediate need to commit those dollars, so would come with a mid-year request if needed.
 - Professional Development – Melinda Boehm -- Catalog of resources has been developed; Program Planning task force will review and identify next steps.
 - Revenue & Finance – Eva Allen
 - 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
 - Have met since the last BOD meeting and have made some progress in thinking about what conferences could/would/should like. Will have a report for next BOD meeting with consideration basis and plans for the next two years (with in-person conferences already planned), and beyond.
 - Conference Planning Committee – M-Th is the official conference; workshops (extra cost) and committee roundtables will be on Sunday for recruitment. K Eck will be coordinating with the co-chairs. Sunday, April 24: Workshops & Committee Round Robin

Etta Ward moved to approve the consent agenda, Eva Allen seconded. The motion PASSED.

General Announcements

- Reminder: Holly Falk-Krzesinski Award Nomination due Mar 1 – Joanna Downer
- Invitation for additional members to join the Governance Committee – Joanna Downer
 - Let Joanna know if you'd like to join. Lisa Lopez volunteered via the chat.
- Kudoboard for Feb – Faye, Carolynn, Lisa
 - Was well-received by Mentoring Cmte; their comment was that they felt “seen”. Discussion identified plan for kudoboard for PD for March, Conf Planning Cmte for May, Nom Com for June; CIE for April or when they have a contract for the climate survey, and NORD when the next set of awards are made.

Discussion Items

- RD Champion & Awards discussion – Nathan Meier
 - The Board discussed nominees for the 2022 Champion Award. Anne Maglia will ask SAC to identify additional candidates for future years.

→ VOTE: Jennifer Glass moved to approve the selected awardee for RD Champion; Kimberly Eck seconded. The MOTION PASSED.
- NORDP Awards conversation backgrounder
 - Proposal for Outstanding Volunteer (bridges Rising Star and HFK Awards) and Mentoring Awards. Proposal to have the Board nominate and award in this first year, and then turn it over to the membership, as was done for the NORDP Fellows in its first year. Faye Farmer said she was in favor of the ideas, but had questions around infrastructure and budget for additional award categories. Nathan responded that a growing group within NORDP of people focused on faculty awards and recognition, and some of those folks are serving as NORDP awards reviewers this year. Lisa Lopez asked whether there are any other costs associated with this, such as free conference attendance for Rising Star. Nathan responded that for other group awardees, the recognition was a really nice certificate rather than a plaque. Plaques also come in a wide range of price points. Additional discussion surrounded how many people to recognize with these new awards, with consensus being that 1-2 in each of the new categories would be appropriate.
 - The idea is to have these awards in place for this year's conference. 2022 award nominations from members are under review now. Reviews are due on Monday Feb. 28, so they will know soon who is being recognized already. Policy is that an individual can only receive one member-awarded recognition per year.

→VOTE: Kimberly Eck moved to approve these two new awards, with the number of awards to be made in any given year based on the quality and number of nominations received. Anne Maglia seconded. MOTION PASSED.

- Language for HFK Award: **Suggested revision:** The HFK Award is bestowed “*in recognition of outstanding, sustained service to the organization, to the research development profession or field, and to peers.*” Approved without a vote.
- By-laws task force updates – Jill Jividen
 - Task force met yesterday. Have talked to ~10 past leaders, a few individuals still oppose members of for-profit companies serving on the Board. Weightiest issue more broadly appears to be whether having such a member on the BOD would discourage sponsorship from other organizations. A reading of the by-laws is that

affiliate membership category that has been written into the by-laws, but that has never been implemented, the feeling is that everyone is a regular member. Should it be in by-laws or corrected with a policy? Faye Farmer noted that this will be considered by the volunteer policy task force, if relevant.

→ ACTION Joanna to contact NORDP's lawyer to ask for impact of not abiding by the membership definitions as they appear in By-Laws, with cc to Exec Cmte.

- Board Retreat– Jill Jividen & Anne Maglia
 - Thanks for input received; 7 were in favor of in person, 2 wouldn't attend in person, and 3 thought it was too soon to commit to in person. There should be four new BOD members for a fall retreat. A suggestion was made to perhaps consider testing or vaccination status as requirement to attend.
→ ACTION – Jill and Anne to do more fact finding to plan dates now and cost out for in-person, but not commit to an in-person event yet. Will have additional information available by March BOD meeting.

There being no further business, the meeting was adjourned at 4:21 pm ET.

Note: The next Board Meeting is scheduled for Tuesday, March 22, 2022, at 2:30 pm Eastern; 1:30 pm Central; 12:30 pm Mountain; 11:30 am Pacific.