

## NCURA Region VII Business Meeting

Salt Lake City, UT

Tuesday, October 6, 2015

### MINUTES

1. Call to Order – meeting was called to order by Regional Chair Marj Townsend.
2. Special Guest: Derick Jones, Region VI Chair-elect, on behalf of the Lead Me program, awarded Michael Sanderson his graduation certificate for completing his Lead Me project and presentation during the regional meeting. Congratulations, Michael.
3. Welcome and introductions – Marj welcomed all members and recognized each representative state within our region. There were 130 members in attendance at the business meeting.
4. Secretary’s Report – Sandra Logue handed out copies of the minutes from the Regional Business meeting in August 2015 in Washington DC. Deb Murphy moved that the minutes be reviewed and approved; motion was seconded by Judy Fredenberg. Motion passed unanimously.
5. Treasurer’s Report – Sandra Logue reported on revenue generated for the current RM and current expenses. Based on attendance at about 60% we will likely see a much more substantial revenue bump after all expenses have been cleared after RMSLC. Teresa Cochran moved that the financial report be reviewed and approved; motion was seconded by Justin Poll. Motion passed unanimously.
6. Regional Committee Reports
  - a. Board of Directors – Marj read statement from Tim Edwards our Regional Member Elected to the BoD:
    - Regional and national leaders had an all-day workshop on August 1<sup>st</sup> to develop a long-rang, 10-year strategic plan for NCURA. As a result, several working groups were formulated to further develop strategies and proposals that will be submitted to the Board this fall.
    - Research concept beta program – A request for proposal on a research concept pertaining to our membership and the field of research administration was released in July. Proposals will be due Monday, November 2<sup>nd</sup> by 5pm Eastern Time. Members are encouraged to submit a proposal and consider reaching out to faculty at your institutions to collaborate.
    - Remind everyone of the new workshop “Research Administration: The Practical Side of Leadership” which will take place December 1 & 2 at LaQuinta in Palm Desert, CA
    - Acknowledge those in the specific region that serve on the National Board and as National Committee Chairs and encourage members to approach them if they have an idea or question (see regional breakdown below)

#### Possible Update for NCURA Education Scholarship Fund

The Education Scholarship Fund was established in 2013 with a gift from Past President, Jerry Fife to support NCURA members in their professional development endeavors, particularly by providing scholarships to those who pursue a Master’s degree in Research Administration. We can’t start making awards until we reach \$100,000, and as of the end of this year’s annual meeting, we reached \$61,493. Even a little makes a difference!

***List of Board Members and Standing Committee Chairs for Acknowledgement***

Board Member - Timothy Edwards, University of Montana

N&LDC Chair - Denise Wallen, University of New Mexico

***NCURA Education Scholarship Fund Committee Members by Region  
(for Education Scholarship Fund update)***

Lisa Mosely, Arizona State University

- b. Nominations & Elections: Deb Murphy gave the final results of the recent election:  
Chair-elect 2016-Sandra Logue(UCD);  
Secretary/Treasurer 2016-2017-Lee Pettit (ASU);  
Member-at-Large 2016-2017-Tolise Miles (UCB).  
Deb thanked all those who ran for office this year: Ralph Brown, Garrett Steed, Natalie Buys, Dianthony Davis, Tony Onofrietti. It was noted that we had only a 24% voter turnout, which is very low considering the number of members our region hosts. All are encouraged to participate and run for office to help continue making our region stronger.
  - c. Nominating and Leadership Development Committee –No update
  - d. Professional Development Committee – No Update
- 7. International Program Update: No update
  - 8. Travel Awards – Sandra Logue reported that one travel award was given for the Regional Meeting, Catherine Douras from Colorado State University.
  - 9. Volunteers– Sandra Logue, acting Volunteer Coordinator, indicated that we are in need of a Volunteer Coordinator to facilitate volunteer activities at both the National and Regional Meeting. All are welcome to participate in whatever capacity suits their goals. Emails will go out shortly to encourage active participants for the upcoming AM58 and RMHawaii2016.
  - 10. Regional Meeting Update: Marj reminded everyone the dates and location of RMHawaii in 2016, October 2-5 at the Grand Wailea, Kihei, Maui. A call for proposals will go out soon after this RM and anyone interested in being on the program committee needs to contact Marj and Derick ASAP. There is a lot to be done to make Hawaii as successful as SLC.
  - 11. Old Business: None
  - 12. New business: None
  - 13. Motion to adjourn: Information not available at the time of report.