

Fall 2000

Washington, D.C.
November 7, 2000

A. Attendance

In the absence of Chair, Brian Farmer, Ms. Judy Fredenberg called the meeting to order at 1:25PM. There were approximately sixty-four members present for the meeting. Of the members present, twenty-six are new members to NCURA Region VII.

B. Minutes

Josie Jimenez asked the members to review the minutes passed out for the Spring Meeting held in April 2000. Motion made by Winnie Ennenga for minutes to be approved as is. Motion seconded by Diane Horrocks. Minutes approved.

Josie Jimenez passed out a copy of the Financial Statement showing a \$10,698.96 ending balance for the period ending September 30, 2000. Josie asked the members if there were any questions or changes to be made to the Financial Statement. Motion made by Diane Horrocks for financial statements to be approved as is. Motion seconded by Janie Morales-Castro.

C. Report from Chair

Status of Elections:

The Nominating Committee will be sending election ballots via electronic mail to the membership at the end of the month for the voting of new officers. The old bylaws will need to be approved prior to National the meeting.

Executive Committee:

Larry Irvin reported that the committee had met on Saturday. The theme being emphasized by the Board was to create a sense of volunteerism and community among the membership. Larry reported that Neighborhoods are being developed via the listserv for each of the various committees. There will be an on-line directory of regional and national members available and e-news and the Resource Management Review will be available electronically.

Bylaws:

Carey Conover suggested that a committee be formed and review the consistencies or inconsistencies between the regional and national bylaws. Jean Humphries and Larry Irvin will put on the listserv for membership review.

Leadership Development and Nominating Committee:

Judy Fredenberg reported the committee's emphasis was on the promotion of leadership with the focus on enhancement at the regional and national level. Developing leadership could be accomplished through mentoring of veteran members with new members and increased volunteering of the entire membership. Judy noted that volunteering is a very satisfying experience and allows members to network with other members and increases the knowledge of resources available through NCURA. Members were encouraged to self nominate themselves for committees or activities which they were interested in.

Judy Fredenberg mentioned that there would be a session this afternoon via the Leadership track which would address faculty development, leadership development, developing skills on presiding, how to lead a conference and ethics audits.

National Program Committee:

Jean Humphries is the regional representative to the National Program Committee through next year and is the Deputy Chair for organizing workshops at the national level. Jean emphasized to the membership the importance of returning the evaluation forms provided in their packets so feedback could be obtained regarding the entire meeting. Jean mentioned that the workshops being held on Wednesday are intended for further professional development and do not focus on research administration. Workshops are intended to assist the individual and not directed at the profession of research administration. Jean encouraged members to volunteer as speakers or moderators, assist with workshops coordination and with the program committee at the regional and national level. Jean reported that there would not be a debriefing this year at the meeting. She informed the membership of her e-mail in case they had any questions.

COMS:

Carol Quintana, Janie Morales-Castro, and Vincent "Bo" Bogdanski are the regions members on the COMS committee. Bo encouraged all members to complete their membership profile while at the meeting. He mentioned that computers have been set up to allow members to update while they are here. Bo also emphasized the importance of completing the profile so the members can access them as a resource. The network neighborhood will give you a list of members who are experts in a particular area. The network neighborhoods also keep records to show programs and activities you have volunteered for. Carol and Bo will be contacting members who have not completed their profile. Membership profile input has been made very user friendly.

The NCURA gear store will be placed under the COMS committee and will be expanding the merchandise available to the membership such as shirts, folders, mugs, etc. NCURA merchandise is a way to show your affiliation to the organization and promotes professional development of NCURA. Bo is a member of the subcommittee for COMS.

Strategic Planning:

The strategic plan is based on volunteerism of members within the organization. Members need to consider ways of promoting themselves and the organization. This can be done through the Resource Management Review and newsblasts. A concern of newsblasts is that too many may be sent out too frequently and members will not look at information being sent.

Jean Humphries mentioned that she extracts information from the web to complete the program at the national level and is what becomes part of the program.

Regional Meetings:

Judy Fredenberg reported that the Joint Region VI/VII Regional meeting would be held in Santa Fe, New Mexico. Meeting dates are scheduled for April 16-18, 2001. Judy noted that April 15, 2001 is Easter Sunday and the program is being adjusted to accommodate for the holiday. Judy will be checking with the hotel to see how flexible the contract is due to holiday.

Program has been prepared to allow for travel time on April 16 with three workshops being offered that afternoon.

Region VI is in charge of the program this year. Region VII is in charge of facilities.

Other:

Bob Kiloran expressed the need for articles to be written by the members to be included in the Resource Management Review. Contact Bob if you are interested in writing an article.

Judy noted that Steve Smart is rotating off the Fundamentals Workshop panel for the pre-award side.

Regional Business:

Bo needs for new members to critique new member activities and their impression of the services provided. Bo noted that no type of new member distinction via a ribbon or otherwise was utilized this year. Judy asked for Jean to inquire as to who new members were in the Region.

Judy reminded the new members that the hospitality suite is a good way to network. She mentioned that this was one of the activities that has kept her active in the organization and encouraged everyone to participate in the various activities offered. Judy mentioned that this is an excellent way to establish contacts to share similar successes and failures within the processes of research administration.

Bo reminded the members that ten \$25.00 gift certificates for NCURA gear would be given to winners of the various competitions to be held at the dinner tonight.

Website address for the region is: www.unm.edu/~ncuravii

Tim Edwards reported the winners of the travel awards for this years meeting. Winners were: Kirsten Bell, University of New Mexico, Rick Schumaker, University of Idaho and Charlotte Todd, University of Arizona. Each will receive \$850.00 to assist in defraying costs to the national meeting.

Janie Morales-Castro informed the members that a drawing would take place for new members. The winner will receive a certificate which entitles them to a paid registration fee for the Spring 2001 meeting in Santa Fe, New Mexico. Janie asked that any new members who had not completed a form for this activity to do so now in order to be included in the drawing. Tim Edwards was asked to do the drawing. The winner of the paid registration was Jack Long from the University of Arizona.

At 2:45PM, Diane Horrocks moved the meeting be adjourned. Tim Edwards seconded the motion. Meeting adjourned.

Respectively submitted,

Josie Jimenez, Secretary/Treasurer