



Jason Park, Chair | Matthew Michener, Vice Chair | Jennifer Cory, Immediate Past Chair | Anastasia Rutherford, Treasurer | Brigidann Cooper, Secretary | Cara Winnewisser, Secretary-Elect

**RM24 Business Meeting Minutes (Albuquerque, New Mexico)
September 23, 2024
12:00-1:00 PM PDT**

Call to Order: 12:15 PM PDT

Approval of Prior Business Meeting Minutes (AM66 Washington, D.C., August 05, 2024)

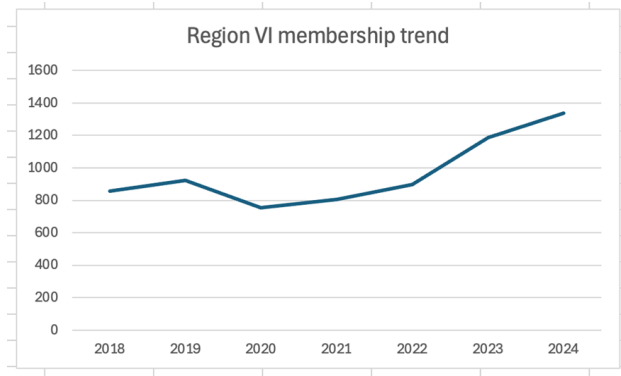
- Motion to approve by Brigidann Cooper. Minutes approved by Lisa Wottrich, second by Nancy Lewis.

Chair Update Jason Park (UC Irvine)

- Welcome
- State of the Region
- Membership growth engagement
- Opened floor for questions/comments:
 - Member asked where minutes are located. Located on R6 website.

Raffle Drawing

- RM 2025 update
 - June 2024: 1338, all time high
 - Challenges of retaining membership
 - Pathway to regional involvement, volunteering



- Membership meeting attendance
- Region 6 attendance at the last 3 PRA/ FRA Conferences
 - 2024 FRA- 328
 - 2024 PRA - 188
 - 2023 FRA- 176
 - 2023 PRA- 112
 - 2022 FRA- 61
 - 2022 PRA- 48
- Region 6 attendance at the last 3 Annual Meetings
 - 2024 Annual Meeting- 247
 - 2023 Annual Meeting- 258
 - 2022 Annual Meeting- 191
 - Region 6 attendance at the last 2 Regional Meetings
- 2023 Anchorage Meeting- 153 2022 Tucson- 187
 - Particular month where membership numbers dip due to not renewing membership numbers dip most in October/November due to those who attended the Annual Meeting the previous year letting their membership lapse (if they aren't able to attend the current year's meeting).

Vice-Chair Update Matthew Michener (Washington State University)

- RM25 Costa Mesa, CA. November 2-5, 2025. \$199/night/ The Westin South Coast Plaza.
- Private property 24/7 security
- Over 60 dining choices within 1 mile
- Short walk to museum, performing arts center, concert hall
- Premiere shopping across the bridge (LEGO)
- Disneyland (15 miles)
- 4 miles from airport - SNA
- 10 miles away ocean beaches

Treasurer Update Anastasia Rutherford (Cal Poly Pomona)

- Current balance: \$113,815.59
- Interest earned Jan-Jul 2024 \$3,472.94

EXPENSE LINE ITEM	AMOUNT
RM 6/7 Hotel Arrangements	
Catering Advance Deposit - Prepaid for 2025	30,995.00
	30,995.00
Regional Committee Operating: Professional Development Committee	
Gift Cards for LeadMe Speakers (Bonnie Halpern-Felsher, PhD)	100.00
Gift cards and Appreciation Certificates (Beth Kingsley, Robert Printiss)	30.00
	130.00
Regional Committee Operating: Site Selection Committee	
RM Site Selection RM2025	485.79
RM Site Selection New Mexico	1,392.91
RM Site Selection New Mexico	897.90
	2,776.60
Annual Meeting Expenses: Supplies	
Swag Supplies (pens, lanyards, bandanas, luggage tags)	1,798.65
AMEX annual fees	75.00
	35,775.25

Awards & Recognition Committee Kari Vandergust presented for Krista Roznovsky, Chair (Committee Chair, Stanford University) Jenny Gallaher, Patience CDeBaca and Josh Kerber

- RM24 Travel Award Winners: Yui Saito, UC Irvine, Kathryn Callahan, The Lundquist Institute
- Helen Carrier Distinguished Service Award: Dan Nordquist (Washington State University)
- Linda W. Patton Emeritus Award: Georgette Sakumoto (University of Hawaii)

Raffle Drawing

National Board of Directors Report Lisa Wottrich (SRI), Nancy Lewis (UC Irvine)

- NCURA membership continues to grow with more than 9,200 members across the globe
- Traveling workshops with focus on specific areas of research management - Registration for any of these workshops can be found on the NCURA website by clicking on the Event Calendar
- NCURA Magazine - for updates from the Board of Directors, every NCURA Magazine issue includes a feature written by the Executive Committee to provide transparency to the membership
- FRA/PRA 2025 will be held in San Diego and planning is underway. Proposals are being accepted.
- AM67 Call for proposals will be open soon

Diversity, Equity & Inclusion Report Cristi Williams, Chair (The Lundquist Institute)

- Goals for 2024:
 - Outreach to underrepresented, small institutions, and PUI's
 - Provide Support to our fellow Region VI Committees: Collaborate with the Education & Professional Development Committee by attending and promoting their workshops and web series. *Partner with the Awards and Recognition Committee in support of travel awardees. (*Pending regional approval)
 - Education: Encourage NCURA membership to participate in DEI tracks at Annual and Regional Meetings
 - Engagement: Website: update our website design to become more engaging and interactive. Support SCDEI on their DEI initiatives
 - Accomplishments for 2024: subsidized regional travel award winners with an annual NCURA membership
- Region VI DEI Committee is now a standing committee

BINGO Winners: Mohammad Alk, Ann Cortez, Jonathan Ng. Congratulations.

Select Committee on Diversity, Equity, and Inclusion Report Brigidann Cooper presented for Tanya Blackwell, Chair (Seattle's Children's University)

- Utilized blind review process for selection of SCDEI members
- Developed a set of Guiding Principles for DEI for the Organization to follow
- Presidential Charge: Developed a marketing plan for SCDEI webinars for non-members
- Hosted 5 webinars; 2 upcoming before year end
- Collaborate with leadership to implement DEI Webinar series marketing plan
- Improve collaboration with Regional DEI committees
- Increase membership awareness on election process
- Upcoming Webinar Series
- Collaborate with leadership to implement DEI Webinar series marketing plan
- Improve collaboration with Regional DEI committees
- Increase membership awareness on election process
- Expand integration of DEI and Guiding Principles into all aspects of the organization

Education and Professional Development Committee Vanessa Quirotz Hotz, Chair (Attain Partners) vmquirozhotz@attainpartners.com Jennifer Cory, Jeff Derr, Amanda He, Heather Kubinec, Melissa Mullen, Katy Roberts, Lisa Wottrich

- 2024 Events to Date:
 - <https://www.ncuraregionvi.org/workshops>
 - Subaward Series: The Single Audit, October 28 at 12 pm Pacific
 - LeadMe Information Session, November 19 at 12 pm Pacific
- 2025 Offerings
 - Introduction to Audits
 - Conference Presentations 101
 - Collaborative DEI Session with Region IV

LeadMe Mentoring Program

- 2024 Cohort Graduation: 6 mentees, 8 mentors
- 2025 Cohort
 - Info session Nov 19 (via Zoom)
 - Deadline Nov 30
 - Program launches Feb 2025
 - Want to present? Suggestions for content? Reach out to Jen Cory R6 (Stanford) or Ashley Stahle R7 (Colorado State)

2025 LeadMe Schedule

Discussion Topic/ Activity	Date (TBD)	Time (PST)	Presenter
LeadMe Mentor Orientation	2/7/2025	9am - 10am	Mentor Orientation
LeadMe Mentee Orientation	2/14/2025	9am - 10am	Mentee Orientation
Guest Presentation: Mentorship	2/28/2025	9am - 10am	Bonnie Halpern-Felsher, PhD, FSAHM, Stanford University
Leadership Practice: Introduction	3/21/2015	9am - 10am	Discussion Leaders: TBD
Leadership Practice 1: Model the Way	4/4/2025	9am - 10am	Discussion Leaders: TBD
Guest Presentation	4/18/2025	9am - 10am	Past Graduates/Past Projects
Leadership Practice 2: Inspire a Shared Vision	5/9/2025	9am - 10am	Discussion Leaders: TBD
Guest Presentation	5/16/25	9am - 10am	TBD
<i>Mentor Meet-Up</i>	5/23/2025	9am - 10am	<i>Opportunity for mentors to have dialogue w/ their peers and co-chairs</i>
Leadership Practice 3: Challenge the Process	6/6/2025	9am - 10am	Discussion Leaders: TBD
Supplemental Material / Article Review	6/20/2025	9am - 10am	TBD
Leadership Practice 4: Enable Others to Act	7/18/2025	9am - 10am	Discussion Leaders: TBD
Guest Presentation	8/1/2025	9am - 10am	TBD
Leadership Practice 5: Encourage the Heart	8/15/2025	9am - 10am	Discussion Leaders: TBD
Supplemental Material / Article Review	8/22/2025	9am - 10am	TBD
Guest Presentation	8/29/2025	9am - 10am	Volunteerism within NCURA
<i>Mentor Meet-Up</i>	9/12/2025	9am - 10am	<i>Opportunity for mentors to have dialogue w/ their peers and co-chairs</i>
Supplemental Material / Article Review	9/26/2025	9am - 10am	TBD
Presentations Review & Final Discussion, Logisitcs	10/10/2025	9am - 10am	review presentations, discuss logistics
Final Presentations Due	10/24/25	COB	Submit to Co-Chairs with a copy to your Mentor(s)
Regional Meeting	11/2-11/5/2025		NCURA Regional Mtg & Graduation, Costa Mesa, CA

Membership & Outreach Committee Tiffany Gregory, Chair (UC Santa Cruz), Jason Park, Liaison for Chair (UC Irvine)

- Goal of committee is to engage and inform new members:
 - Monthly welcome emails to all new members
 - Quarterly zoom sessions to discuss the value of a membership and how to get involved. Each zoom includes a national officer as a co-host and introduction of regional officers
 - New member conference engagement activities such as a scavenger hunt and ice breaker bingo
 - 2025 goals include implementing an executive shadowing program & recruit additional committee members

Nominating and Elections Committee Derek Brown, Chair (Stanford University), Jason Park, Liaison for Chair (UC Irvine)

- New Officer Announcement!
 - Chair Elect/Chair: Patrick Lennon, University of Washington
 - National Board Member: Jennifer Cory, Stanford University
 - Secretary-Elect/Secretary: Jenna Isakson, Seattle University
 - Treasurer-Elect/Treasurer: Deirdre Beach, University of California, Santa Cruz
 - Regional Advisory Committee At-Large Member: Tiffany Gregory, University of California, Santa Cruz
- In September they will identify two candidates for the NCURA National Nominating and Leadership Development Committee (N&LDC) representative position, to be selected by the N&LDC Board.

Adjourn: 12:58 PM PDT