



*Lisa Wottrich, Chair | Manilyn Matau, Treasurer | Kari Vandergust, Secretary
Theresa Caban, Chair-Elect | Vanessa Azevedo, Treasurer-Elect | Carrie Chesbro, Secretary-Elect*

**Regional Meeting 2021
Region VI Business Meeting Agenda
8:15-9:15 am Hawaii | 9:15-10:15 am Alaska | 11:15 am-12:15 pm Pacific**

Welcome/Call to Order

- Call to order: 11:19 am

Secretary Report – Kari Vandergust

- Approval of the Meeting Minutes
- Meeting Minutes from previous R6 Business Meeting can be found here:
<https://documentcenter.eventpedia.us/Events/be5148ba-23cb-4317-990f-cf17b761f7ce/Documents/9f012164-e33b-4da3-a495-e0c10c59d4a6.pdf>
- Motion to accept by Lisa Wottrich, second by Theresa Caban
- Vote via online poll: accepted

Treasurer Report – Manilyn Matau

- Recap - Financial Report through 06/30/2021
- Financial statement as of 06/30/2021 can be found here:
<https://documentcenter.eventpedia.us/Events/be5148ba-23cb-4317-990f-cf17b761f7ce/Documents/9bd47e40-93d8-4a99-b1bc-64cd8d574b64.pdf>
- Treasurer is required to submit two financial reports, one at the end of June and one at the end of year.
- We will not vote on the report because it was voted on and approved last month.

Chair Report – Lisa Wottrich

- Reminder that all RAC members are available to you if you have any questions.
- R6 has signed an MOU with R7 because we share responsibilities for hosting regional meetings and we want to be clear for all officers what the expectations are for both regions. The MOU be posted on website shortly.
- There were over 600 attendees for RM2021. Attendees are not just from the three regions that were hosting (R2, R6 and R7), but from other regions and attendees include both NCURA members and non-members. If you have suggestions or feedback on regional meeting, please put that in the survey that will be coming out.
- End of term wrap up: Lisa will try to get the updated bylaws finalized by end of her term, and have updates to the administrative procedures, which are more extensive and include updated job descriptions for officer and volunteer roles, in a better place to hand off to incoming Chair, Theresa Caban.
- A number of people from R6 have been involved in RM2021. Theresa was lead of program committee, which took a lot of work this year with organizing between three regions. Mich is so

calm, cool, collected and organized and kept things running like a clock. Jackie, Derick and Diana did great job putting together a robust program. Kevin and Megan did a fantastic job getting word out and encouraging people to sign up. Vanessa and Lisa filled in gaps. Everyone did a great job!

Chair-Elect Report – Theresa Caban

- Thank you to Lisa for her leadership!
- Theresa will work for all of us as our region lead next year. Please reach out to Theresa with ideas/concerns/whatever you think might be useful for the region. She takes all questions and concerns seriously. You can volunteer by passing on ideas!
- The region will continue to work on a new way of thinking with the DEI committee. This is a wonderful opportunity for us all to engage in a different way.
- RM2022 will be in person in Tucson AZ. Theresa will push for a hybrid meeting, as not everyone will have travel funds by next year and we want everyone to be able to participate.
- Thank you to everyone who responded to site selection survey. Thanks to Kevin and the Marketing and Communication Committee for help with the survey. Results of survey will definitely be reflected in future site selection and planning. The survey will likely be put out annually, with small updates. You will always have an opportunity to respond via the survey or by reaching out to leadership.
- For Tucson, there will be some fun and exciting events. And as part of today's meeting, we'll be giving away a registration to the Tucson meeting.

Regional Committee Chair Reports

- Awards & Recognition Committee – Cara Winnewisser
 - Nothing new since last meeting. It was a slow year for awards. The committee gave one award for the FRA/PRA at beginning of the year and none for annual meeting or regional meeting. The committee will be looking at the process and application requirements to revamp for next year to get more interest. They want to perhaps streamline it a bit and perhaps open it up a bit too, so it's not limited to just new members.
 - Please let Cara know if you have any ideas. The committee is open to anything.
- Education & Professional Development Committee – Amanda Snyder
 - LeadMe Program
 - For those who may not be familiar with the program, it's the Region 6 Leadership program, with participation of members from Region 7 and other regions. It consists of a detailed dive into the book "The 5 Practices of Exemplary Leaders", a series of leadership presentations by NCURA members on topics including "Who Moved My Cheese" and "Know Your Worth", a project that the mentees work on throughout the program to take on a gap or opportunity at their home institution or in their own career, and presentation of that project and how they incorporated the 5 practices during the Regional Meeting. Presentations were held yesterday, and they were all fantastic!
 - List of mentees who graduated from the program after their final presentations during the RM:
 - Marguerite Klumb - University of California, Irvine
 - Matthew Michener – Washington State University
 - Brooke Piercy, University of California, Irvine
 - Melissa Saul, Oregon Health Sciences University
 - Noelle Strom, University of Denver
 - Megan Vu, University of California, Irvine
 - Thank you to mentors and mentors in training (MINTS):
 - Mentors: Jenny Gallaher, David Scarberry-Simmons, Rashonda Harris, Jason Papka, Diana Stephens, Allison Weber, and Melissa Mullen
 - MINTS: Emily Yu, Angela Garvin, Jason Park, Heather Taff, Kartik Yadav, Loisa Kalsa, Akilah Pruitt, and Tam Tran

- Thank you to Derick Jones who was dean of mentors and provided additional support throughout the year.
 - Reach out to Amanda, Nancy, or Derick for more information about LeadMe.
 - Requests for applications for all positions (mentees, MINTS and mentors) will be coming out in the near future.
 - Thank you to Nancy Lewis's leadership in the LeadMe program this year.
 - EPDC is hoping to provide a free 90 minute session for membership before end of calendar year. They want to have a mental health professional talk to us about resilience and how to navigate these difficult times.
 - EPDC is also beginning to work on a workshop in 2022 that would focus on leadership topics for next generation of research administrators. Keep an eye out for more information on that.
 - Thanks to committee members Theresa Caban, Carrie Chesbro, Derick Jones, Matt Kirk, Heather Kubinec, Nancy Lewis, and Melissa Mullen.
 - Please contact Amanda with any questions or ideas.
- Membership & Volunteer Committee – Mich Pane
 - It has been interesting and different recruiting volunteers during the pandemic. A lot of the activity used to be mostly in person and was exciting, but it's been very different. Activity has been low from broad perspective. If we do hybrid meeting, we'll need to put all skills learned over the last two years to use to facilitate that.
 - Volunteers highlighted this year who made RM successful: Presenters as we couldn't have meeting without them. Moderators who are moderating chat and managing zoom issues. Patrick Lennon is volunteer moderator for this session. Other moderators are Lisa, Ericka, Manilyn, Rick, Jen, and Theresa. Moderators must work during sessions and can't really attend other sessions during that time. Help desk volunteers to man the virtual help desk. The help desk is a zoom meeting that is open the whole time for people to pop in with questions. Thank you to Vanessa, Lisa, Carrie and Erin for manning help desk. People who attend once tend to volunteer again because it's extremely rewarding. We will need a lot of volunteers for the regional meeting next year.
 - Anyone who is already volunteering is happy to mentor new volunteers – reach out to any of them!
- Marketing & Communications (ad hoc) – Kevin Stewart
 - This committee was formed as an ad hoc committee this year. The core charge is to manage the website and social media, and more broadly the goal is cohesive regional messaging and supporting regional officers and other committees.
 - For the first time the committee coordinated across regions with R2 and R7 for marketing and social media.
 - Annual Activities Schedule: This will help the committee ground the scope of activities. If any committee chairs or leadership has feedback, reach out to Kevin. Otherwise, they'll use this moving forward.
 - There will be a call for volunteers for multiple positions for 2022. Recruiting is for a set of digital engagement volunteers and 1 marketing and branding volunteer. The plan is to have the call out in the next couple of weeks. No experience is necessary for any of these positions – all members are encouraged to apply. If you have any questions, reach out to Kevin.
 - Anyone who's considering running for office, can look at schedule to see what activities are happening throughout the year and what support will be available.
- Nomination & Elections Committee – Csilla Csaplár
 - Thank you to everyone who participated in the election process. Special thanks to committee members: Sam, Derek, Kim, Heather and Nancy. Congratulations to the elected 2022 officers: Chair-elect is Jen Cory from Stanford University, Secretary-elect is Zach Gill from Oregon State University and RAC At-Large Member is Cara Winnewisser from University of California, Santa Barbara.

- Everyone is encouraged to participate in volunteer opportunities, including running for office. Csilla is happy to chat with anyone about the process.
- DEI Committee (ad hoc) – Patrick Lennon
 - The committee is not identifying a chair and are trying a more collaborative model. Patrick is the RAC Liaison. Committee members are Akilah Pruitt, Anastasia Rutherford, Brigidann Cooper, Cristi Williams, Emily Yu, Kartik Yadav, and Matthew Michener. The committee has had one kick-off meeting and is just starting with brain storming, the mission statement, and what activities they may want to do in 2022. There will be more from DEI in the future.
 - Important to note that as we're searching for volunteers, we're including the DEI component when recruiting. For example, Kevin is working with somebody from DEI committee to ensure inclusivity is a key point when recruiting.

National Committee Member Reports

- Select Committee on Diversity, Equity, and Inclusion – Derick Jones
 - The DEI committee was established in March of this year. They were formerly the presidential task force for diversity and inclusion. Marianne Woods is the Chair and Derick is Co-Chair. The committee worked to revise membership profile data, Published the DEI column in NCURA Magazine, encouraged regions to adopt the DEI mission statement and incorporate DEI into meetings and program content, operate the DEI collaborate community, assess the organizational DEI climate survey. The committee has requested budget to hire a statistician to delve into the numbers to get stronger feel for what the numbers represent. They have conducted a webinar series. The last one was on -isms and the next one in November is on allyship. The committee has come up with topic ideas for the 2022 webinar series. They're planning for a 2022 educational series designed to work with regions. They will have regional liaisons who will be DEI representatives from each region to work as a liaison to National. The goal is to make sure that DEI is pushed throughout all regions. There is now a DEI page on landing page of NCURA national website where you can see who's on the committee and watch recorded videos from the webinar series.
 - EMERGE program: When DEI was a presidential task force, they were tasked by then chair Denise Wallen to create a new program for emerging leaders that was based off of diversity, equity, and inclusion. The program has been turned over to the>NNLDC committee for implementation. The applications for that program have now gone out. The program is designed to be the bridge between regional leadership, emerging leaders, and eventually a segue to national.
- Select Committee - Educational Scholarship Fund – Olive Giovannetti
 - ESF was able to fund raise for first time since pandemic started. They raised \$3,175 at annual meeting.
 - A call was sent out for scholarship applications for 2021 and they are due November 8th. If you know of anyone interested, point them to the ESF section of the NCURA website.
 - The committee is looking for new members. It is a 2-year term beginning February 1, 2022. They're trying to get people from regions 1, 4, 6, and 8 for representation, but they will not turn people away people from other regions. Applications to join are due November 4th.
- Board of Directors – Nancy Lewis
 - No report this time. The Board of Directors meets in early November.

No reports from:

- Nominating & Leadership Development Committee – Sam Westcott
- Professional Development Committee – Nicole Joyce
- Financial Management Committee – Raquel Rodriguez
- Select Committee on Global Affairs – Katherine Ho

Old Business

None

New Business

None

Fun Business/Announcements

- Picker Wheel! The winners are:
 - RM2022 Registration: Wanda Seang
 - Gift Card: Elaine Marcinek
 - Gift Card: Rosy Carias-Veloz

Give us feedback on meeting so we can improve next time. Hopefully see you in Tucson!

Adjourn - 12:05 pm

Bonus! Jokes Shared via the zoom chat:

What do they teach in Witch school?
Spelling!!!

What do you call a witch's garage?
A broom closet!

Why did the ghost go to the bar?
For the boos!!!

Where does a ghost go on vacation?
Mali-boo!

What kind of overalls does Mario and Luigi wear?
denim denim denim (You may need to hear it for the full effect...[Super Mario Bros. Underground Theme](#))

What kind of music do mummies listen to?
Wrap!

Why don't mummies take time off?
Afraid to unwind...

Why couldn't the bicycle stand up?
It was two tired!