

NAGPS Board of Directors Meeting

Sunday, Jan 31, 2021

7-9PM ET (4-6PM PT, 6-8PM CST)

Topic: BoD Meeting

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Meeting called to order at 4:04PM PST, 5:04PM CST, 7:04PM EST

[Attendance](#)

1. Approval of [December minutes](#)
 - a. Motion to approve by IPP Sommer, Second by Dir. Wang, motion passed
2. Approval of Agenda
 - a. Motion to approve by Dir. Suri, seconded by Dir. Kindred, motion passed
3. Transition Updates & Housekeeping
 - a. Proposed BoD Meeting time - 4th Sunday 7-9pm ET/ 4-6pm PT
 - i. Flexible, open to change if necessary
 - ii. Email forthcoming to ensure this schedule works for everyone
 - b. Calendar
 - i. Previous VP Zhang kept a calendar for the Board last year; the calendar functioned to schedule all meetings (Board, LCC, Fin and Fund, etc.); assisted in avoiding conflicting meeting times of various branches of NAGPS
 - ii. Pres. Chodur asks that those scheduling meetings have meetings on this calendar for the 2021 year to facilitate easier coordination
 1. Everyone will have edit access

- 2. Forthcoming in the next few days
- c. Board Reports
 - i. Everyone is expected to create and present board reports at meetings
 - ii. Examples from last year should be in everyone's Google drives
 - 1. Send to Dir. Administration ahead of time
 - 2. Template will be posted and fillable
- 4. Norms & Expectations
 - a. Regular checking & timely responses to email
 - i. Checking emails within reasonable time frames; instantaneous replies are **not** expected, but timely responses are highly appreciated
 - b. Active attendance at all required meetings & committees - any regulations on this?
 - i. There is an understanding that academic/professional/travel conflicts will occur, however, notice ahead of time will be appreciated
 - ii. Two consecutive no-shows without any notice are problematic
 - 1. Missing an EXCOMM and BOD meeting back-to-back is understood to be the same as missing back-to-back identical meetings (e.g. BOD and BOD)
 - 2. Need to determine if this expectation extends to committees as well (e.g. would missing a committee meeting and then an EXCOMM meeting count as missing two consecutive back-to-back meetings?)
 - 3. Dir. Potter brought up that this issue could be addressed and kept consistent by the compliance officer; compliance officer not chosen by BOD
 - a. Pres. Chodur would like to have compliance officer in place before next full-membership meeting
- 5. Introduction to [ProTrac](#)
 - a. Developed by previous VP Zhang
 - b. Outlines expectations, ownership, subjects, deadlines, progress, and so on for all different meetings conducted on a monthly basis
 - i. Dir. Suri asked Pres. Chodur if individuals are allowed to add components to the ProTrac directly or if they must have permission/someone specific add their notes/comments/etc.
 - 1. Pres. Chodur: people can add their components directly
 - c. Previous months are still in the document for use as references
 - d. ProTrac can be leveraged to create Board reports
- 6. [Slack invite](#)
 - a. Log in with NAGPS account and update information
 - i. Pres. Chodur would like everyone to update their officer Slack accounts in a timely manner--change password, names, etc.
 - ii. There should be accounts for every position that were established by previous officers and that will have historical documentation of events,

initiatives, etc. that current officers can utilize for historical record of day-to-day operations

7. Finance Reports, Dir. Klein

- a. In accordance with the NAGPS Bylaws, the Dir. Finance presented an overview of the current financial rundown of the NAGPS accounts
 - i. Current revenues reflect \$3,527.17 MTD, \$30,229.28 YTD
 - ii. Current expenses reflect \$4,301.17 MTD, \$14,729.71 YTD
 - iii. Liabilities \$0
 - iv. Assets \$184,909.17 as of 12/30/20
 - v. Net Balance \$184,909.17
 - vi. Outstanding Funds \$3,733.14
 - vii. Pending outstanding payment from UNT in that amount of \$5,000 pending as of 12/31/2020
 - viii. NAGPS has filed notarized unclaimed property affidavit to the District of Columbia Office of Finance and Treasury on 12/18/2020
 1. Dir. Seto wished to know the exact amount of unclaimed funds; Dir. Klein will check and get to him at a later date

8. NAB Review

- a. Met with National Advisory Board two weeks ago
- b. Office of Regulatory Affairs has been slow getting back to NAGPS on the organization's status
- c. Pres. Chodur is working on updated demand letter, so NAGPS can hopefully recover the approximate \$3,700 owed to NAGPS by the 2017 Dir. Finance
- d. Spoke about the need for a target list for members
- e. Spoke about ideas surrounding improving communications with local campuses
 - i. Currently, NAGPS emails go out to points-of-contact on campuses and the NAGPS has no way to know if that information is shared with the campuses in totality
 - ii. Need to broaden contacts and communications
- f. Spoke about reaching out to members of the Biden administration
- g. Spoke about increasing visibility with academic entities (e.g. CGS and Sage)
 - i. Meeting with Pres. Chodur and Dir. Potter and Sage forthcoming
- h. Dir. Kindred brought up possibility of collaborating with the National Academies of Science
 - i. https://www.google.com/url?q=https://www.nationalacademies.org/our-work/the-science-of-effective-mentoring-in-stemm&sa=D&source=editors&ust=1613954997547000&usg=AOvVaw1ZplJiHqj_RhEzEumgIMOI
- i. Potential for filing Freedom of Information Act requests to get lists of email addresses of Graduate students at state schools
 - i. Pres. Chodur unsure of this method of information collection
 - ii. Dir. Potter: alternative would be to reach out to grad schools for their student ListServes
 1. Dir. Suri brought up question of confidentiality

2. Dir. Potter responded that we could send our information/emails to a rep at member schools who would be capable of distributing through listserv
 - iii. IPP Sommer did not pursue this idea last year when the NAB made the same suggestion; stated that this could result in negative PR and consequences that outweigh potential benefits
 1. Dir. Suri commented that this could become a matter of scrutiny of NAGPS's integrity down the line
 2. Pres. Chodur agreed that this is an area where we are responsible for our decisions moving forward
 - j. Pres. Chodur reminded us that the NAB gives us advice and we ultimately decide what advice we implement, tweak, etc.
9. [Email Consolidation & Transition Plan](#) (Director of Admin)
- a. Approval of plan such that the Dir. Admin may begin this account transition
 - i. Motion made, seconded, and approved by general consent
10. Account Administration (Director of Comm)
- a. [NAGPS Account Administrative Regulations \(Tentative\)](#)
 - b. Premise is that we need to consolidate our accounts usage and ownership, so that transition from year-to-year is smoother
 - i. Account management refers to the regulation of NAGPS accounts, security of information system use, and usage at the application level, including Facebook, Instagram, Twitter, and LinkedIn accounts
 - ii. This would be overseen by a super administrator, system management supervisor(s) to assist the super admin., and regular users such as regional directors who directly utilize the accounts
 1. Super admin creates records of the accounts, user accounts, and updates accounts as needed
 2. Dir. Potter brought up that duties should be delegated appropriately so that not all duties fall solely on the Dir. of Admin
 - c. Motion to approve plan so Dir. Comms may move forward with this plan made by Dir. Suri, seconded by Dir. Seto
 - i. 12 for, 0 against
 - d. Spring LAD date and cost proposal (DoLA)
 - i. Weekend of April 10th
 1. No conflicting holidays/spring break cancelled
 - ii. \$15 for Members, \$25 for Non-Members
 1. No expenses related or liabilities to clear out allows for this pricing
 - iii. General membership meeting as part of the programming
 - iv. Procedural question from Dir. Potter: how much authorization by the board is needed for programming?
 1. Pres. Chodur: Dir. Potter has range of programming authority, the only necessary items for voting are date and price
 - v. Question from Dir. Suri: is the spring leadership academy in conflict with this date at all?

1. IPP Sommer: leadership academy must be held during the summer months, per the Bylaws
- vi. Question/Comment from SC Regional Dir. Gurung: the SC Regional Conference is scheduled for the weekend of April 16-18th due to limited scheduling options. Is it possible to move the LAD?
 1. No other options that close to finals at the end of April
 2. More time needed to plan/advertise such that an earlier date is difficult
 3. IPP Sommer pointed out that scheduling between the national events and regional events is challenging due to the multiple regional events that take place
 4. President Chodur indicated that national events will take precedence over regional events, however there is also potential for combining events (e.g. regional meetings took place at the national annual conference)
 5. IPP Sommer indicated that historically these sort of scheduling challenges have not caused much issue even when the events were in-person
 - a. IPP Sommer pointed out that the differing themes will likely also draw different attendees, since LAD is legislative and policy focused, while the SC regional conference is professional development
 6. Dir. Seto commented that the scheduling of LAD is also contingent upon and constrained by Congress' schedule
- vii. Motion made by Dir. Kindred to vote on contingency date of April 10th, 2021 and the ticket costs of \$15 for members and \$25 for the Spring 2021 LAD, seconded by Dir. Wang, no dissent
 1. Voice vote took place, 12 for, 0 against, 0 abstaining
11. Sponsorship of UKy Leadership Event (Dir of Outreach)
 - a. Feb 15-19 at 5pm EST/4PM CST/2PM PST on webinar
 - b. [Flyer](#), [Agenda](#)
 - i. UKy requests support in advertising/marketing and utilization of the NAGPS logo
 - ii. Dir. Potter question: is the event open to non-UKy students?
 1. Dir. Suri: Event is open to non-UKy students
 - c. Motion to approve official NAGPS sponsorship of the UKy leadership event made by Dir. Potter, seconded by Dir. Klein
 - i. 12 in favor, 0 against, 0 abstaining
12. Idea for event: Immigration/ international students (Dir of Employment Concerns)
 - a. Dir. Seto interested in setting up a webinar event with an immigration attorney for students
 - i. Similar event took place at Purdue University at had around 140 attendees

- ii. Per IPP Sommer, NAGPS would need to ensure legal counselor and attendees understand that the lawyer(s) present cannot offer legal advice or counsel, only present information
- 13. SCR Outreach Meeting Debrief (SC Regional Director)
 - a. Is something similar feasible for all regions?
 - i. SC region conducted a highly successful regional meeting on 01/25/2020
 - b. SC Regional Dir. Gurung and SC Board concerned about nonengagement of some regional members, especially those who were not in attendance at the SC regional meeting last week on 01/25/2020
 - i. Working to create new/innovative methods of engagement to increase involvement
 - ii. Hoping to utilize SC conference to garner more interest in NAGPS involvement
 - 1. \$5 for EB member ticket, \$7 for EB non-member ticket
 - 2. \$7 for regular member ticket, \$10 for non-member ticket
 - iii. Dir. Klein reminded SC Regional Dir. Gurung to please send over an approval request for ticket costs.
- 14. Motion to extend meeting by 20 minutes as of 8:00PM CST made by Dir. Seto, seconded by Dir. Wang
 - a. No dissent, motion passed, meeting extended to 8:20PM CST
- 15. PRO Act
 - a. Pres. Chodur brought this topic up as it relates to employment concerns and asked Dir. Seto if this would be positively supportive of graduate student concerns
 - i. HR-2474: Protecting the Right to Organize, unsure if the intent is to overrule previous legislation
 - ii. Dir. Seto and Dir. Potter to monitor movement and possible applications/effects on graduate students
- 16. Position recruitment:
 - a. Advocacy Chair
 - i. Dirs. Montenegro, Seto, Cardajena
 - b. Western Regional Director
 - i. Actively searching for someone to fill position
 - c. Assistants
 - i. Those interested in bringing on assistants can recommend individuals for a Board vote
 - ii. Recruitment can also take place through NAGPS accounts, if directors do not have specific individuals in mind
 - 1. Please send notice to Pres. Chodur ASAP if so
 - d. Committees
 - i. Committees can be recruited through any means
 - 1. If a director is chairing a committee, they are encouraged to go through their lists of members to select potential candidates

2. Another recruitment option is to go through the NAGPS overarching account for advertisement and recruitment

17. Plans for the Year and Goal Setting

- a. Pres. Chodur wishes for everyone to think through their goals for 2021 within the scope of their position/for the organization
 1. For example, Possible campaign - GRE go bye-bye?
 - a. Socioeconomic, cultural, monetary arbitrary barrier to graduate school that disproportionately impacts different populations
 2. Other examples may also include Call Congress days and policy petitions
- b. SC Regional Dir. Gurung brought up STAPLE Act of 2017
 - i. "Stopping Trained in America Ph.D.s From Leaving the Economy"
 - ii. Dir. Potter indicated this may have been covered in the 2021 Citizenship Act proponded by the Biden Administration
 1. Dir. Potter will followup on this at the next meeting

18. New Business

- a. Distribution of FAARM [Core Policy Memo](#) (DoLA)
 - i. Dir. Potter sat in on FAARM meeting last week (Framework for Accountable Advising in Research Mentorship?)
 1. Would lead to regulatory changes to address negative primary investigators/graduate mentors
 2. Seems to be positive and along the lines of NAGPS advocacy
 - ii. Pres. Chodur would like to potentially work on a formal response to this
- b. [Draft of Legislative Letter](#) available for comment

19. Adjourn

- a. **Adjourned as of 9:19PM EST, 8:19PM CST, 6:19 PST**