

NIRSA Future First Governance Transition

Summary of Tasks for Governance Transition Work Teams As of June 2009

Nominations & Appointments

1. Develop qualifications, criteria, and preferred skills & experiences for candidates.
2. Develop process for candidate information [submission of materials, on-line bio, video statements, position statement/answering of questions, etc. and other protocol].
3. Coordinate with 2009-2010 Nominations & Elections Committee.
4. Define implementation process and timeline for 2010.
5. Design structure and processes for the 2010-2011 Nominations & Appointment Committee.

Board Transition Work Team

1. Evaluate and recommend option(s) for Board of Directors composition to complete transition.
2. Create position descriptions for Board of Directors.
3. Evaluate and recommend appointments per bylaws and assignment of other roles to Board members (i.e. Foundation, NSC, standing committees, Network, Assembly, National Research Institute Board); respond to NSC Board recommendation.
4. Evaluate Annual Business meeting impact/purpose; assume electronic elections completed 60 days prior to Annual Conference.
5. Evaluate role of leadership summit.
6. Review timing and impact of executive committee phase out.

Network Transition Work Team

1. Develop eligibility and criteria for candidates for Regional Representative role.
2. Develop position description for Regional Representative role.
3. Develop election processes for Regional Representative role (slating of candidates, info to submit, methodology/options for elections, etc.) and Past Presidents' Representative (review current model)
4. Develop process for selecting regional positions on the Nominations and Appointments Committee.
5. Develop communication tools and reporting structure.
6. Define roles and responsibilities of State Directors
7. Integrate all roles (Regional Representatives, Regional Student Representatives, Professional and Student State Directors)

Students Roles & Responsibilities

1. Define, by function, leadership roles and other opportunities for students.
2. Identify best mediums to communicate with students.
3. Confirm electronic elections for student positions with Student Leadership Team.
4. Participate in 2009 Student Leadership Team meeting for communication and coordination of efforts.
5. Develop and launch initial call to serve fall 2009.
6. Develop and launch second call to serve January 2010 leading up to February 2010 elections.

Assembly Work Team

1. Determine methodology to populate the Assembly.
2. Determine criteria and qualifications for members of the Assembly.
3. Define initial size of Assembly; ability to be flexible.
4. Determine how information will flow in/out of the Assembly.
5. Propose initial topics.
6. Determine communication and meeting methodologies.
7. Launch Assembly: target date January 2010.
8. Create 'Assembly Showcase' for 2010 Annual Conference in Anaheim.
9. Function like an Assembly during work team tenure.

Electronic Elections

1. Review on-line voting options, including budget impact and range of tools.
2. Work with Network work team to develop options for regional elections.
3. Work with Nominations & Appointments work team to determine type of media (pictures, podcasts, positions statements, etc.) to be used by members to become informed about candidates prior to voting.
4. Develop planning around submission and announcement timelines.
5. Integrate plans from Student Leadership Team on electronic election process.
6. Determine tie breaking methodologies.
7. Determine rules to vote on line (what is valid ballot; what is not).

NNC Transition Team

1. Review and analyze transitional needs and impacts to NIRSA resources.
2. Evaluate processes and systems to capitalize on opportunities to optimize efficiencies.