



## Meeting Minutes

### NCME Board Meeting: April 21, 2022

#### San Diego, CA and via Zoom

**Board Attendees:** Derek Briggs, Ye Tong, Deborah Harris, Kyndra Middleton, Antionette Stroter, Michael Walker, Howard Everson, Ellen Forte, Sharyn Rosenberg

**Guests:** Marc Kroopnick, Budget & Finance Chair

**Staff Attendees:** Ethan Gray

TOPIC	DISCUSSION	ACTION/MOTION
<b>Welcome &amp; Agenda Review</b>	<ul style="list-style-type: none"> <li>Meeting called to order at 3:06pm pacific.</li> <li>Briggs welcomed attendees.</li> <li>Minutes from January 5-6, 2022, reviewed.</li> <li>Briggs noted that the Equity Task Force referenced should be modified to the Competencies in Educational Measurement Task Force.</li> </ul>	<b>MOTION:</b> Strotter, Forte move to approve January minutes with noted edit. Motion carries unanimously.
<b>President's Report</b>  <i>(Andrew Ho, Competencies in Educational Measurement Task Force member, joins as guest)</i>	<ul style="list-style-type: none"> <li>Gray reviewed conference registration figures and recapped onsite logistical challenges resulting from last minute changes imposed by the AERA.</li> <li>Attendees discussed program content. Gray underscored the need to review the approach to training sessions at future meetings given the number of sessions, attendance trends, and the costs associated with execution.</li> <li>Briggs and Ho reported on the Competencies Task Force work to date. Key takeaways: <ul style="list-style-type: none"> <li>Task Force is outlining foundational competencies and an exemplar curriculum.</li> <li>Output will be an aspirational/living document; mandating mastery of all competencies is not the goal.</li> <li>Initial proposed domains and sub-domains shared with explanation about how each interact.</li> <li>There will be a section dedicated to career pathways.</li> <li>Walker suggests speaking to employers to ensure content captures personnel needs.</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>○ Memos on work to date are in the process of being drafted for NCME member comment and an active listening tour to help refine content is being planned.</li> <li>○ Ultimate plans include submission to EM:IP and/or other journals.</li> </ul>	
<b>Mission Fund</b>	<ul style="list-style-type: none"> <li>• Briggs reviewed submitted report. <ul style="list-style-type: none"> <li>○ Recent call for funded proposals; 13 submissions with 2 being approved for full funding.</li> </ul> </li> <li>• Briggs recapped recent outreach from an industry partner about partnering to fund initiatives.</li> <li>• Attendees discussed the need for developing a general policy for entertaining joint initiative funding with external partners. <ul style="list-style-type: none"> <li>○ Kroopnick references a draft Budget &amp; Finance Committee policy on building a strategic fund to expand NCME's capabilities for independent initiative funding; discussion tabled until April 24<sup>th</sup> board meeting.</li> </ul> </li> </ul>	<b>ACTION:</b> Board to revisit the issue of Mission Fund budget and partnerships at next full meeting in June.
<b>NCME Sponsorships</b>	<ul style="list-style-type: none"> <li>• Attendees discussed ongoing sponsorship requests from Women in Measurement. <ul style="list-style-type: none"> <li>○ Ye Tong and Ellen Forte disclose their positions as WiM board members and excuse themselves from the meeting.</li> </ul> </li> <li>• Attendees discuss the need to develop a policy for discretionary initiative funding based on mission-alignment.</li> </ul>	<p><b>ACTION:</b> Executive Committee to revisit policy development.</p> <p><b>MOTION:</b> Briggs, Walker move to not sponsor WiM under the same vehicle as 2021. Motion carries with Tong and Forte recused.</p>
<b>NCME Website</b>  <i>(Erin Banjanovic, Website Chair, joins as guest)</i>	<ul style="list-style-type: none"> <li>• Banjanovic presented recent content and navigation restructuring on ncme.org and pending initiatives: <ul style="list-style-type: none"> <li>○ Development of user personas</li> <li>○ Web style guide</li> <li>○ Template development (PPT, word etc.)</li> </ul> </li> <li>• Attendees discuss additional initiative considerations:</li> </ul>	

	<ul style="list-style-type: none"> <li>○ Logo “polish” or redesign</li> <li>○ Social Media content generation</li> <li>○ Content repository and indexing</li> </ul>	<p><b>ACTION:</b> Website committee to bring budget proposal for logo polish or redesign to executive committee.</p> <p><b>ACTION:</b> Board to revisit Social Media strategy during June meeting.</p> <p><b>ACTION:</b> Board to discuss content indexing at June board meeting.</p>
<b>Executive Director Search</b>	<ul style="list-style-type: none"> <li>• Tong reported that the search for candidates remains open to ensure there is a representative pool to consider. Briggs will take lead on the search as Tong rotates off the board.</li> </ul>	
<b>CEJEME</b>	<ul style="list-style-type: none"> <li>• Tong recapped conversations with the outgoing editor (Li Cai) about workload and execution of the journal given its self-published and dual-language considerations.</li> <li>• Attendees discussed the potential to increase funding for editorial support and the utility of the journal itself. Discussion to be revisited.</li> </ul>	<p><b>ACTION:</b> Board to revisit CEJEME evaluation/ROI criteria at June meeting.</p>
<b>Adjournment</b>	<ul style="list-style-type: none"> <li>• Briggs thanked attendees for their engagement and acknowledged Ye Tong and Howard Everson as outgoing board members for their service to NCME.</li> <li>• Meeting adjourned at 6:00pm pacific.</li> </ul>	