



theRPgroup

Research • Planning • Professional Development
for California Community Colleges

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The RP Group Board: Frequently Asked Questions

For those considering running for The RP Group Board, we have prepared this list of answers to commonly asked questions about the work of the Board and what is required and requested of Board members.

Who can be on the Board?

According to the [bylaws](#),

Individuals from institutional members who are in good standing are eligible to run for a position on the Board. Board members must maintain good standing to continue throughout their term. The Board of Directors shall establish policies on the requirement of good standing. (Article III, Section 3)

How does someone get on the Board?

Board members are either elected or appointed. Elected members are voted upon by institutional members within each region. Appointed members are selected by the Board.

How many Board members are there?

There are a total of 19 voting members: Five executive officers elected by the Board, 12 regional representatives elected by the institutional members, and two at-large members selected by the Board. The Executive Director is also a Board member, but non-voting.

What's the difference between the regional representatives on the Board and the regional research group (RRG) coordinators?

Regional Representatives on the Board serve as a communication conduit between the Board and the IRPE community in their region. RRG Coordinators are responsible for coordinating regular/recurring meetings with the IRPE offices in their region. For more information, please see [RRG Coordinators and RP Group At-Large and Regional Representative Board Members: What's The Difference?](#)

What's the difference between the regional representatives and the at-large members on the Board?

Regional Representatives are elected by the institutional members, whereas at-Large Board Members are appointed to the Board in order to bring experience, perspective, or expertise that may be lacking in the overall Board. However, both serve as a communication conduit between the Board and IRPE professionals. For more information, please see [RRG Coordinators and RP Group At-Large and Regional Representative Board Members: What's The Difference?](#)

What are the chief responsibilities of the Board?

To fulfill the mission and implement the strategy of the organization, the Board as a whole is responsible for:

- Determining the mission, vision, and purpose of the organization
- Representing and advocating for the interests of institutional research, planning, and effectiveness (IRPE) professionals in the California Community Colleges
- Selecting and evaluating the performance of the Executive Director
- Informing effective organizational strategic planning and evaluation
- Ensuring strong fiduciary oversight and financial management
- Enhancing the image of the organization
- Assessing its own performance as the governing body of the RP Group

For more information, please see [RP Group Board Member Roles and Responsibilities](#).

How many Board meetings are there?

The Board meets six times a year, three in-person and three virtually. Two of three in-person meetings are one day, approximately 7 hours, including breaks. The third in-person meeting is a two-day summer retreat that typically runs 7 hours on day one and 6 hours on day two. Virtual meetings are typically 2.5 to 3 hours. Board members are required to attend all Board meetings with some exceptions. Board members are also required to serve on a minimum of two committees and therefore are expected to attend all committee meetings.

How much time do Board members typically spend working on the RP Group?

The time commitment among Board members can vary. Board officers typically put in more time than regional representatives and at-large members due to their additional responsibilities. Committee chairs also may put in additional time fulfilling their roles. While all Board members are required to serve on committees, the time commitment for each committee can vary based on its function. When Board members sign up to serve on committees at the beginning of the academic year, the expected time commitment is shared to help members make an informed decision about their service. Committee meetings are typically 1-2 hours each, and committees meet between two and eight times a year.

What is expected of individual Board members?

Individual Board members are responsible for:

- Knowing RP Group's mission, vision, values, areas of impact, and needs
- Advocating for student-centered policy in achieving the RP Group's mission
- Attending all board meetings (exceptions granted for extenuating circumstances)
- Preparing and actively participating in Board meetings
- Maintaining regular communication with Board and staff (e.g., respond to requests for feedback and information within established deadlines)
- Serving as a communication conduit between the Board and members in the region or by role
- Serving as an ambassador for the IRPE community and actively attending Regional Research Groups
- Serving on at least two organizational committees, workgroups, or taskforces
- When applicable, participating on statewide committees as a liaison for the RP Group
- Adhering to RP Group's bylaws and policies
- Reviewing and understanding RP Group's financial statements.
- Disclosing any conflicts of interest to protect RP Group's interest
- Ensuring internal matters of the RP Group remain confidential

For more information, please see [RP Group Board Member Roles and Responsibilities](#).

On what committees do Board members serve?

Much of the work of The RP Group Board is conducted via Board committees. Each committee has a specific purpose, authority, membership, and function that are outlined in its charter. Each Board member is required to serve on a minimum of two committees. For a list of the Board committees and their purposes, please see RP Group Board Committee Descriptions.

What is the relationship between the Board and the staff?

The RP Group Board serves as the primary representative body for the IRPE field. The Board provides supervision and direction to the Executive Director and may work alongside other staff on committees and projects. Much like a college, the Board does not provide direct supervision to any staff member other than the CEO (i.e., Executive Director).

Are Board members paid?

To avoid both actual and/or the appearance of any conflicts of interest, all active members of the Board shall serve without compensation for regular Board duties. Board members shall only be reimbursed for actual expenses (e.g., travel, meeting materials), as may be fixed or determined

by the Board. The organization cannot contract with any active Board member to perform other work for the organization (e.g., research, professional development).

What are strategic advisors?

Strategic advisors serve as a valuable asset to the RP Group Board and organization at large, bringing their knowledge of areas key to the organization's work and/or their ability to represent statewide partner organizations. Through our strategic advisors, the organization hopes to (1) facilitate two-way communication with our partner organizations, with the strategic advisor serving as the key liaison between the two organizations, and (2) include broader perspectives and access to key information from outside the organization in order to inform decisions. Strategic advisors are guests and not members of the board, and therefore do not have voting rights.