



# The RP Group

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, what is required and requested of Board members, and the benefits of serving on the Board to individual professionals, their IRPE offices, their institutions, and beyond.

### Who can be on The RP Group Board?

According to [The RP Group Bylaws](#),

Individuals currently employed by institutional members in good standing are eligible to run for and serve on the Board of Directors. Board members must maintain good institutional standing to continue throughout their term. The Board of Directors shall establish policies on the requirement of good institutional 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.

Individuals self-nominate to be considered for an elected seat. Before submitting a self-nomination, prospective candidates should discuss their interest with their supervisor, both to ensure alignment with their workload and to share the benefits of Board service outlined in a question below, including the professional growth opportunities for individuals, the value it brings to their IRPE offices, and the broader positive impact on their institutions and the IRPE field.

### When do Board nominations and elections occur?

Board nominations take place annually in April, followed by Board elections in May. Since Board terms are staggered across regions—typically two years, and occasionally three—approximately six of the 12 regional representative seats are open each year. This staggered structure ensures continuity of leadership and representation across 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 values 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 a minimum of six times a year, three in-person and three virtually. Two of the three in-person meetings are one day, approximately seven hours in length, including breaks. The third in-person meeting is a two-day summer retreat that typically runs seven hours on day one and six hours on day two. Virtual meetings are typically three hours. Board members are required to attend all Board meetings, with excused absences granted for extenuating circumstances. As noted in the next section, Board members are also required to serve on a minimum of two committees and are expected to attend all meetings of their assigned committees.

## **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. The majority of the Board's work is done through the committees. Board members are required to serve on a minimum of two committees each year, but most serve on three to ensure coverage. While committees vary in terms of commitment level, ranging from meeting once or twice a year to meeting monthly, additional subcommittee responsibilities may lead to more frequent engagement. 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.

## **What is expected of individual Board members?**

Individual Board members are responsible for:

- Knowing The 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
- Attending all required Board trainings as part of the year-long onboarding process
- 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 Group (RRG) meetings
- 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 The RP Group's Bylaws and policies, including the requirement to be an institutional member in good standing
- Reviewing and understanding The RP Group's financial statements
- Disclosing any conflicts of interest to protect The RP Group's interests
- 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?**

As previously noted, the majority of the Board's work is done via 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 [The 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 travel costs incurred as part of their required duties, including attendance at organizational meetings or serving as a representative of The RP Group (or as an RP Group-appointed representative of the IRPE field) to other organizations. The organization cannot contract with any active Board member to perform other work for the organization (e.g., research, professional development).

## **How does serving as an RP Group Board member benefit me as a professional?**

Serving on The RP Group Board offers a powerful opportunity to grow as a professional and as a leader in the IRPE field. Board service expands your professional network, connects you with statewide initiatives and leaders within the Chancellor's Office and with other statewide organizations, and deepens your understanding of system-level policy, research, and practice. You gain hands-on experience in strategic planning, governance, leadership, and collaborative decision-making—skills that translate directly back to your campus regardless of your role. Board service also provides a platform to contribute your voice to and shape the future of IRPE work across the California Community Colleges, and strengthen your identity as an equity-minded practitioner and leader.

## **Why should college/district leaders/supervisors support an employee in running for The RP Group Board?**

Supporting an employee's Board service is an investment in both the individual and your institution. Board members bring back insights into statewide trends, research, and policy that can inform local planning and strengthen institutional effectiveness. The Board's expanded network gives your college/institution direct access to information, expertise, and resources across the system.

For the employee, Board service accelerates leadership development, builds strategic and governance skills, and increases engagement in the broader IRPE community. Backing their candidacy signals that your institution values professional growth, equity-minded leadership, and active participation in shaping the future of the IRPE field.

## **How do Board members manage their workload while serving on The RP Group Board?**

Workload management looks a little different for each person, but most Board members find a balance by coordinating early and openly with their supervisor. Together, they determine how Board responsibilities fit alongside regular duties and identify what adjustments or flexibilities make sense.

In practice, the approach often varies by employee classification:

- **Classified professionals** typically work with their supervisor to adjust schedules or use available overtime or compensatory time when Board activities extend beyond their normal work hours.
- **Managers and administrators** generally have more flexibility in how they allocate their time, since their roles do not include overtime. They usually integrate Board commitments into their broader workload, adjusting priorities as needed.

Across roles, the key is communication and planning. Most colleges/institutions recognize that Board service is professional development, is directly connected to IRPE work, and provides benefits to individuals, their IRPE offices, their institutions, and the broader system. As a result, Board members typically do not use vacation time to participate in Board activities, and institutions are generally willing to support reasonable adjustments so employees can participate meaningfully without compromising their primary responsibilities.

## **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.