



Conference on World Affairs

UNIVERSITY OF COLORADO **BOULDER**

BOARD MEETING MINUTES

April 17, 2020, 11:30 am - 1:30 pm, Virtual Zoom

CWA Board Present: Steve Bosley (Observer), David Brown, Alison Cool, Leslie Durgin, Rashel Gandhi, John Griffin, Margaret Hollingsworth, Tina Marquis, Shelly Miller, Nathan Roura, and Peter Spear (Observer)

Absent: None

Attendees: Bob Baskerville (Fundraising Committee), Alan Culpepper (Director of Marketing and Operations), Katie Grady (Conference Coordinator), Laurie Leinonen (Arts Subcommittee Chair/2021 Program Chair Nominee), Elise Miller (Keynote & Millennials Theme Subcommittee Co-Chair) and Bob Wegner (IA Subcommittee Co-Chair)

Minutes prepared by: Katie Grady

I. Preliminaries

- a. Public Comment
 - i. Introductions of those in attendance
 - ii. Bob Wegner
 1. Attending to express support in maintaining a program structure of standing subcommittees and a small number of theme committees. Asks that the board consider the past success of the conference when deliberating on increasing the number of themes and proceed with care of all stakeholders involved.
 2. Recognition and appreciation of Margaret Hollingsworth's dedication as CWA Program Chair and her support of all stakeholders.
 - iii. Laurie Leinonen
 1. Supports Bob's statement that there is some apprehension among subcommittee chairs on the future structure of the committee.
 2. Gratitude to Margaret, Tim Heuser, and Kathy Wegner for their contributions
- b. Approval of 3/13 Board Meeting Minutes
 - i. Leslie Durgin Motions, (Not Captured) Seconds, All in Favor, Approved

II. Old Business:

- a. Proposed Model to Enhance Themes at CWA 2022 (handout)
 - i. Shelly, Peter, Margaret, Leslie, and John contributed to a theme proposal to present to the Subcommittee chairs requesting feedback for an implementation plan by Fall 2020.

- ii. Concerns regarding proposed model:
 - 1. Potential loss of student mentorship that currently exists in the subcommittees
 - 2. Potential loss of student involvement in the theme planning
 - 3. Board Recommendation: Encourage students to propose themes and elicit feedback from the Program Committee on how to maintain mentorship. Friendly amendment added below.
 - iii. Friendly Amendments to Proposal:
 - 1. Add in the goal of “enhance the CWA’s focus”
 - 2. Reword the restriction of who chairs the standing and theme subcommittee to make clear that the bar on chairing a theme only applies to chairs of standing subcommittees in the same cycle
 - 3. Remove the “recommended by strategic plan” clause and replace with revised bullet point from Leslie Durgin.
 - 4. Add bullet point: “Students should play an equally vibrant role in curation and development of themes as they would in existing committees.”
 - iv. Motion by Leslie Durgin to accept the document.
 - 1. Allison Cool seconds, All in Favor, Approved.
- b. Vote on Remaining Analysis Team Recommendations (handout)
- i. Goal 1: Managed Evolution – Tactic 1a(i), 1a(iv), 1a(v), 1b
 - 1. Friendly amendment to 1b: change “professional” to “conduct an expert survey”
 - 2. Friendly amendment to 1b and 1a(iv): add “contingent on funding”
 - 3. Margaret Hollingsworth motions for approval, Leslie Durgin seconds, All in favor, Approved.
 - ii. Goal 2: Enhanced Student Engagement – Tactic 2a(ii)
 - 1. Friendly Amendment: “to be decided in consultation with our students”
 - 2. Margaret Hollingsworth motions for approval, Alison Cool seconds, All in favor, Approved.
 - iii. The next step is identifying implementation next steps and target dates
 - 1. John and Alan to meet with the chairs of analysis teams to:
 - a. Decide Prioritization and overlap of tactics
 - b. Decide if an implementation team is needed

III. New Business:

- a. Recap of Virtual CWA Week
 - i. Thanks to all those involved in the preparations
 - ii. 5 sessions each at 2 pm, April 6 – 10, 2020
 - iii. Attendees viewed live through a Zoom webinar and YouTube
 - iv. Over 7 days: ~1,500 views and 12,000 YouTube views
 - v. Positive feedback has come from campus and community
 - vi. Survey was conducted, 533 responses
 - 1. Overall experience: 95% excellent or good
 - 2. Interest in more virtual panels during the year: 96% definitely or probably
 - 3. Formal Affiliation with CU: 50%
 - 4. Viewer Location: 80% from Boulder or Colorado

- b. Report from Fall Event Ad Hoc Committee
 - i. Responding to Board inquiry of interest in a Fall event in light of 2020 cancellation.
 - ii. Recommendations to the Board
 - 1. Advantage is that it highlights CWA presence in the changing environment
 - 2. Must significantly involve students and program committee in the planning
 - 3. Should be conducted in a way where we would not lose money
 - 4. Agreement that there would be benefit to Fall CWA
 - 5. Recommend either a Virtual Program Delivery or a 1-2 day mini CWA on campus (if available) after Labor day with potential fundraiser event included
 - iii. Committee will design two scenarios, pros/cons/costs/marketing plans for each to bring to the Board.
 - iv. Board recommends the committee wait a week to meet for Chancellor's announcement about the Fall semester.

- c. Board Positions
 - i. No Community seat vacancies (due to addition of ex-officio Community Program Chair seat)
 - ii. No University seat vacancies (note: the governance structure does not have language requiring appointments to fill only the remaining term of vacated seats)
 - iii. Student Seat – Call for applications going out later today

- d. Community Outreach and Program Chair Calls for 2020-21
 - i. One Community Outreach Chair Nomination – Leslie Durgin
 - 1. Nomination window closes tomorrow
 - 2. Nomination committee (Margaret, Tina, Rashel, John, and Alan Culpepper) will confer to either meet with Leslie (or determine is unnecessary) and make recommendation to Board at the May meeting.
 - ii. Community Program Chair – Two nominees, Laurie Leinenon and Elise Miller
 - 1. Meeting with each candidate, Shelly, Leslie and John this week
 - 2. Q&A with nominees and Program Subcommittee chairs will be scheduled April 27
 - 3. Virtual Vote by subcommittee chairs will be held beginning April 29

IV. Committee Reports

- a. Program Committee
 - i. All 2020 Speakers have been invited for 2021, 58% have confirmed yes
 - ii. Confirmed 2021 CWA Dates: Wednesday, April 7 – Saturday, April 10
 - iii. Proposal to Board regarding Program Committee focus in 2020-21
 - 1. Concern of senior student enthusiasm to plan conference they will not be a part of and the difficulty of planning timely conference panels so far out
 - 2. We are not certain what the workload of the Program Committee for 2021 CWA will be this fall and spring.
 - 3. Idea: Limit the planning of 2022 to the discussion of themes -allows additional time for fundraising efforts
 - 4. Friendly Amendment: “Contingent on the new program chair and her program committee's preference”
 - 5. This should be shared with the Program Chairs so that they understand what their Fall participation will look like.
 - 6. Motion by Margaret Hollingsworth, Rashel Gandhi, All in Favor, Approved.

- b. Development Committee
 - i. 2020 Fundraising Goal: \$360,000 (not including late addition of \$50,000 for speaker travel; does include 50K intended contribution to reserve)
 - ii. Raised Year to Date: \$142,000, 40% of goal (particularly difficult with cancellation)
 - iii. Leslie, John, and Alan to meet and revisit the FY20 budget
 - iv. Leslie has identified 8 different strategic initiatives for the Development Committee
 - v. Communication has been made to the community about where your gift is going, why it is still needed, and how it will be acknowledged despite conference cancellation (aggregated amount for next year).
 - vi. Due to CWA cancellation we able to realize some cost savings in expenditures that will be shared with the Board at a future meeting.

V. Upcoming Dates

- a. Discussion of Strategic Plan Outcomes with Subcommittee Chairs – April 22, 2 pm (Board invited)
- b. Community Program Chair Candidates meet with Subcommittee Chairs – April 27
- c. Election of Community Program Chair – April 29
- d. Program Subcommittee Chairs Retreat – TBD (in May)
- e. May Board Meeting – May 8, 11:30 am – 1:30 pm, via Zoom with New Board
- f. June Board Meeting – TBD

VI. Meeting Adjourned at 1:30 PM