**IACRN Chapter Governance Committee-Minutes**

Time: June 4, 20210 3:00 PM Eastern Time (US and Canada)

**Join Zoom Meeting**

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**Meeting ID:** 270 710 314

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Present on the Call- I couldn’t see who was on the call. Lori Brunner, Diane Branham, Gordon Hill, Mary Larkin, Catherine Griffith, Mariana Gallardo, Linda Roth

Agenda Items

1. **Chapter Update-**Please see the Google Tracker for chapter updates- <https://docs.google.com/spreadsheets/d/1BC0-09a8ijYSHZTUhmlCNwiu8fmZnmEDlSuhEsjWPTA/edit#gid=0>

Please list leaders and contact information, upcoming meetings and virtual attendance information, if applicable. Other chapters may be interested in a topic being presented.

* **Update on California-**Virtual Chapter-their pilot application is being reviewed. We hope to send to the BOD for their June meeting.
* **Update on Chicago -** There is an interest in Chicago to start a Pilot Chapter. The contact is Evan Paelmo. Lori and Diane are working with Evan.
1. **Annual Report** (Lori)

Survey Monkey was due in April-Did everyone receive? It was due in April. Sam or Tricia will resend the link out. It only accepted PDF documents, not Word, but it was easier to work with. You cannot upload all documents, but you had to combine them. Everything must be in one file. Ask Tricia Clark if she is the source. As you complete, let Lori know.

1. **BoD Updates** (Mary)

Annual conference-The conference will be moved to a virtual platform this year in October. We will have the conference the following year in the same location (hotel). The Conference Planning Committee has been busy figuring out how to transfer everything to virtual.

1. **Communication Strategy for IACRN committees** (All)

At the last Board meeting, they had discussions regarding- “How could we could cross cover the talents of all committees?”

Is there a better way to leverage the challenge?

Could we utilize Microsoft Teams?

How do we join the committee chairs together? *The current process is through the BOD.*

Question-Is there a place where all committees have their minutes*? Minutes are supposed to be posted on the committee web pages.*

There is a collaboration starting up regarding the *All Member Survey*.

Mary will talk to the BOD about the opportunity to have a cross meeting to discuss communication strategies

Lori will ask Linda Wu or Mimi Shim if this would work with China/Japan and Gordon will ask his contacts in the UK.

1. **Membership Levels-extending our requirements**

Here are the qualifications for IACRN membership.

* Full Member**:** Full members shall be a registered nurse or the international equivalent, currently working in a research role or a role supporting clinical research. A Full Member shall have the right to vote, to make nominations, and to chair, serve and vote on committees, hold an elected or appointed office, and other privileges as determined by the BoD.
* Associate Member**:** Associate members shall be registered nurses or the international equivalent who have an interest in clinical research but are not currently working in a research role or a role supporting clinical research. Associate members do not have the right to hold elected office or chair a committee.
* Student Member**:** Student members shall be currently enrolled full-time in an accredited nursing program, including both undergraduate and graduate programs. Proof of enrollment is required at the time of initial application and at the time of membership renewal. Student members do not have the right to vote, hold elected office, make nominations, or chair a committee.
* Life Member:Life membership is awarded to the IACRN President at the completion of the term as Immediate Past President. Past Presidents who are Life Members shall have all the privileges of full membership. They are ineligible to hold an elected office for 2 years following the completion of their term as Past President.

Currently, the guidelines *stress* the member must be a Registered Nurse or international equivalent. Are we being too restrictive? In many states, the LPN/LVN functions the same as a Registered Nurse. Lori, Mariana, Catherine and Diane will discuss and submit a proposal to broaden the opportunity for non-RNs to be a part of this organization.

**Future Meetings**

* 1. August 6 9:00 AM EST
	2. October at the Conference
	3. December 4th 3:00 PM EST