

# Contemporary Best Practices of Successful IUCRCs



*During two, 28-minute sessions, sit down with other Center directors, managing directors and operations support personnel to share and learn about the best practices that have helped IUCRCs succeed. Topics will include:*

**Running Excellent Meetings.** Excellent IAB meetings are critical to the success of your center - your one opportunity to bring members, faculty and students together and highlight your center's accomplishments. Visit with other centers to learn their best ideas for running excellent meetings. Facilitators: Margie Creedon (C1), Ron Kennedy (CenTiRe), Kat Michel (MAST)

**Financial Management & Records.** How are you managing your center's finances? Communicating financial reports and updates to your membership? Discuss strategies and options with other center directors and operations professionals. Facilitators: Kat Michel (MAST), Lauren Mills (CEHMS)

**Marketing & Recruiting.** How are you marketing your center to current and prospective members? Do you have a specific recruiting process? Share your most effective strategies and tools. Facilitators: Andrea Palmeri (ES2), Shelby Powell (MIST)

**NSF Reporting Strategies.** How is your center collecting information required for annual reports and structure reports? Compiling and sharing data? Especially for large centers, this can be a challenging task. Facilitator: Eve Weiss (CChiPS)

**Communicating Value to your Members.** How does your IUCRC communicate value to your members? Research progress? Updates between IAB meetings? What works best for YOUR members? Facilitators: Ron Kennedy (CenTiRe), Dave Marsh (WEP), Lauren Mills (CEHMS), Andrea Palmeri (ES2)

**Engaging and Empowering your IAB.** How does your center empower your IAB members and keep them engaged? What tools or processes do you have in place to keep them involved with the center? Facilitators: Dave Marsh (WEP), Shelby Powell (MIST)

## **INSTRUCTIONS and GROUND RULES:**

*We don't have much time, so arrive early to find roundtables with pre-assigned topics and signs:*

- *Select a table and be seated quickly,*
- *Be prepared to share your best practices (wireless available),*
- *Self-moderate the discussion. Everyone should be given the chance to speak,*
- *Facilitators will move between tables to ensure discussions are on-track,*
- *Be a concise speaker and a good listener,*
- *At the 30-minute mark, we will switch tables. Move quickly to your next table.*

***Didn't have enough time to learn or share all you wanted? Meet someone you'd like to talk further with? Potomac 5/6 will be available for the rest of the meeting for one-on-one discussions!***