

# NomComRIWG

Meeting #26



16 January 2020 | 13:00 UTC

# Agenda

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1. Welcome
2. Roll Call + SOI Updates
3. Budget Requests
4. NomCom Timeline
5. Outreach Letters: Status Update
6. Next Meeting
7. A.O.B.

# Roll Call + SOI Updates

Agenda Item #2

# Budget Requests

## Agenda Item #3

# Budget Requests

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- Review Budget Requests drafts
  - Training for NomCom leadership and members: [LINK](#)
  - Travel Support for Interim Standing Committee: [LINK](#)
- **Deadline:** 31 January 2020

# NomCom Timeline

Agenda Item #4

# NomCom Timeline

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Many of the Review's recommendations address what is often missing from the NomCom, which can be summarized as entirely different timelines. These include:

1. Recommendations impacting Timeline with SOs/ACs that appoint members to the NomCom
2. Recommendations impacting Timeline with receiving bodies that receive appointees from the NomCom
3. Recommendations impacting Timeline with the ICANN Board (some overlap with the above)
4. Recommendations impacting Timeline with external consultants (i.e. training, recruitment, evaluation)
5. Recommendations impacting Timeline with NomCom Candidates
6. All other recommendations

## Action:

- 1) Group the 27 recommendations into these 5 timelines
- 2) Determine the order of implementing the recommendations.
- 3) Tackle the recommendations that do not belong to a timeline.

# Recommendations

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**R1:** Formalize a job description for NomCom members that emphasizes experience, diversity, independence, and provide that description to the SOs/ACs.

**R2:** Implement and formalize training to further NomCom members' understanding of the roles and responsibilities of Board directors and the practices of high-performing Boards at other nonprofit organizations.

**R3:** Implement and formalize training for NomCom leadership to further their understanding of their roles, authority, and responsibilities, and confirm or appoint the next Chair earlier in the cycle.

**R4:** Formalize training for NomCom members in the candidate evaluation process.

**R5:** A professional recruiting consultant should continue to be involved in the role of identifying potential Board candidates. The role of the recruiting consultant should be clarified and published.

**R6:** A professional evaluation consultant should continue to be involved in the evaluation process for Board candidates. The role of the evaluation consultant should be clarified and published.



**R7:** NomCom members, except for leadership positions, should serve two-year terms, and be limited to a maximum of two terms.



# NomCom Timeline

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**R7:** NomCom members, except for leadership positions, should serve two-year terms, and be limited to a maximum of two terms.

**R8:** Maintain the current size of NomCom

**R9:** All NomCom members should be fully participating and voting members, except for NomCom leadership.

**R10:** Representation on the NomCom should be re-balanced immediately and then be reviewed every five years.

**R11:** The senior staff member supporting NomCom should be accountable to and report to the office of the CEO.

**R12:** NomCom leadership should have input on the NomCom budget and staffing resources.

**R13:** Publish a “Process Diagram” and codify key elements of the NomCom process. Each year, the NomCom should be required to highlight and explain process changes to the ICANN community in an open session.

# NomCom Timeline

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**R14:** Formalize communication between the NomCom and the Board, SOs/ACs, and the PTI Board to understand needed competencies and experience.

**R15:** The NomCom should publish detailed job descriptions for Board, SO/AC, and PTI Board positions. The job descriptions, in combination with specific needed competencies identified each year by the NomCom, should form a basis for recruiting and evaluation efforts.

**R16:** Implement and codify a system for providing feedback to the NomCom regarding the contributions and participation of members up for re-appointment by the NomCom.

**R17:** Maintain current diversity requirements for NomCom appointees.

**R18:** Publish a candidate communication schedule and codify a communication process with candidates.

**R19:** ICANN staff and the recruiting consultant, along with NomCom members, should leverage the detailed job description and desired competencies and experience to develop a marketing plan to better target prospective candidates.

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# NomCom Timeline

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**R20:** The evaluation consultant should undertake a preliminary screen of all Board candidates and provide blinded assessments to the NomCom to assist the NomCom with reducing the pool of candidates to the deep-dive shortlist.

**R21:** NomCom standing committee is informed of need to maintain and update the tool kit on an annual basis, and job description

**R22:** Communicate with NomCom to capture and review what questions and evaluation tools are typically used by the NomCom during the deep-dive and final interview phases.

**R23:** The NomCom should publish additional data on the candidate pool and the recruiting source of candidates.

**R24:** An empowered body of current and former NomCom members should be formed to ensure greater continuity across NomCom's, and in particular, to recommend and assist in implementing improvements to NomCom operations.

**R25:** Improve NomCom selection decisions by assessing the performance and needs of all bodies receiving NomCom appointees.

# NomCom Timeline

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**R26:** Discuss with current/former NomCom members and ICANN org how to identify unsuccessful applicants that would benefit from leadership development.

**R27:** Provide clarity on desire for and definition of “independent directors”. Upon clarification of desire and definition, determine the number of specific seats for “independent directors”.

# NomCom Timeline

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## 1. Timeline with SOs/ACs that appoint members to the NomCom

1. Query appointing bodies if there any changes to the job description(s)  
(Rec. 1) **Date:** xx/xx/xxxx
2. Publish Job description(s) for NomCom members prior to their election  
(Rec. 1) **Date:** xx/xx/xxxx
3. Inform appointing bodies if they are assigned a one-year or two-year term for 2020-2021 (Rec. 7) **Date:** xx/xx/xxxx
4. Set deadline for NomCom elections/selections by appointing bodies  
(Rec. 1) **Date:** xx/xx/xxxx
  - Estimate: 150 days prior to the AGM

NomCom Operations Staff reaches out to SO/AC 2 months before the 120 days travel support deadline = 180 days (6 months)

IETF has requested to reach out to them 120 days prior to the travel support deadline = 240 days (8 months)

# NomCom Timeline

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- 2. Timeline with receiving bodies that receive appointees from the NomCom**
  1. Request advice from receiving bodies (Rec. 14) **Date:** xx/xx/xxxx
  2. Receive advice from receiving bodies (Rec. 14) **Date:** xx/xx/xxxx
  3. Publish advice from receiving bodies (Rec. 14) **Date:** xx/xx/xxxx
  4. Publish job descriptions for open positions (Rec. 15) **Date:** xx/xx/xxxx
  5. Receive feedback from receiving bodies for NomCom appointees (Rec. 16)  
Date: xx/xx/xxxx
  6. Receive performance assessment from receiving bodies (Rec. 25) **Date:**  
xx/xx/xxxx

# NomCom Timeline

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- 3. Timeline with the ICANN Board/ORG (overlap with previous timelines)**
  1. Provide NomCom Budget (Rec. 12) Date: xx/xx/xxxx
  2. Deadline for selecting Chair Tentative Date: August
    - This implies that we figure out when training for leadership takes place: prior to AGM or earlier than that. Leadership has to be chosen prior to that
  3. Deadline for advice Date: xx/xx/xxxx
  4. Distribute job descriptions to ICANN Marketing Department (Rec.19) Date: xx/xx/xxxx

# NomCom Timeline

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## 4. Timeline with external consultants (i.e. training, recruitment, evaluation)

- **Training consultant(s)**
  - a) Schedule training for in-coming NomCom rank-and-file (Rec. 2)  
**Date:** xx/xx/xxxx
  - b) Schedule training for in-coming NomCom Leadership (Rec. 3)  
**Date:** xx/xx/xxxx
  - c) Schedule training for evaluation process (Rec. 4)  
**Date:** xx/xx/xxxx
  
- **Recruitment consultant(s)**
  - a) Distribute job descriptions to consultants, **Date:** xx/xx/xxxx
  
- **Evaluation consultant(s)**
  - a) Distribute job descriptions to consultants, **Date:** xx/xx/xxxx



# NomCom Timeline

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## 5. Timeline with NomCom Candidates

Publish a candidate communication schedule and codify a communication process with candidates. (Rec. 18)

ICANN should investigate advancing its nominations process into a Leadership Development function. (Rec. 26)

# NomCom Timeline

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## 6. All other recommendations

# Outreach Letters: Status Update

Agenda Item #5

# Outreach Letters: Status Update

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- Input received from IETF (see next slide)
- Input received on implementation steps will be added on the following page:  
<https://community.icann.org/x/D5WjBg>
- Deadline: 31 January 2020

**Rec. 1: Formalize a job description for NomCom members that emphasizes experience, diversity, independence, and provide that description to the SOs/ACs.**

- What is your annual timetable to select NomCom members?

*Solicitation of nominations (4 weeks): Call for community feedback on candidates (4 weeks): Interviews by IAB: (2 weeks) Announcement of selection by IAB: (After candidates notified) The process is designed to allow the interviews to take place during the second IETF of the year, so the start varies slightly.*

- Do you always adhere to your timetable?

*We have been late on occasion, if the interviews were difficult to schedule, though not generally by more than week.*

# IEFT Input

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**Rec. 1: Formalize a job description for NomCom members that emphasizes experience, diversity, independence, and provide that description to the SOs/ACs.**

- Would you be able to select a candidate earlier in the year, if not what are the obstacles?

*We could shift the selection easily so that the interviews took place during the first IETF of a year (generally March). Shifting it to so there was no overlap with an IETF is also possible, but it would likely mean all candidates got a remote interview.*

- What document do you have that describes the roles and responsibilities for NomCom members, other than the Bylaws requirements?

*<https://www.iab.org/activities/iab-appointments-and-confirmations/> lists the bylaws as the core reference. The IAB also produces a summary during the call for volunteers; the most recent is here: <https://www.iab.org/2019/06/10/call-for-volunteers-or-nominations-for-the-ietf-delegate-to-the-icann-2020-nominating-committee/>.*

# IEFT Input

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**Rec. 1: Formalize a job description for NomCom members that emphasizes experience, diversity, independence, and provide that description to the SOs/ACs.**

- What specific content would you like to see in a 'job description' for future NomCom members?

*Discussions of the working methods of the NomCom would be valuable, especially if these are being changes.*

- Which information, if any, on desired diversity would you add to the job description for the NomCom member?

*If the NomCom moves to a two-year term, as outlined below, then the ongoing membership should be available to volunteers and the nominating bodies. That will help focus on the diversity aspects (which is difficult for the IAB to do now, since the pool of new members is not as visible).*

**Rec. 7: NomCom members, except for leadership positions, should serve two-year terms, and be limited to a maximum of two terms.**

- What concerns do you have, if any, if the NomComRIWG proposes that the IETF NomCom member is one of the seats appointed for one year in the first cycle and then switched to two-year appointments after that?

*Our general practice is to limit the number of consecutive terms an individual can serve in this role before taking a break. If the IETF NomCom member for this year is switched to a two-year appointment, then the amount of time served will still be two consecutive years. If it is made later, we might have a longer than normal set of consecutive years of service; an exception could be made for this, if desired.*

*We would, of course, have to confirm with the appointee that they are available for the second year.*



# Next Meeting

Agenda Item #6

# Next Meeting

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## Meeting #27:

23 January 2020, 19:00 UTC

# Any Other Business

Agenda Item #8

# Thank you!



Follow our wiki at <https://community.icann.org/x/aBpIBg>

# Appendix

# List of Plenary Meetings Before ICANN67

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- **Meeting #27:** 23 January 2020, 19:00 UTC
- **Meeting #28:** 30 January 2020, 13:00 UTC
- **Meeting #29:** 6 February 2020, 19:00 UTC
- **Meeting #30:** 13 February 2020, 13:00 UTC
- **Meeting #31:** 20 February 2020: 19:00 UTC
- **Meeting #32:** 27 February 2020: 13:00 UTC