To: Review Working Party, ICANN Staff

From: Mark Engle, William Brown, Analysis Group

Date: June 12, 2017

Re: DRAFT NomCom Initial Interview Questions

This memo contains a draft set of preliminary interview questions to be asked of interviewees at ICANN59. We look forward to input from RWP members and ICANN staff on topics and questions as we continue to develop and refine these interview questions.

Each interview will begin with the following script before we ask the questions in the order provided below:

> ICANN has commissioned our team to identify the strengths and weaknesses of the Nominating Committee, as well as potential areas for improvement as regards the NomCom. To that end, we are conducting semi-structured interviews with members of the ICANN community here in Johannesburg to better understand the dynamics of the candidate selection process and the role of the NomCom. After ICANN 59, we will conduct both structured interviews and focus groups of additional ICANN community members. We will then use these interviews and focus groups to inform a survey that will be distributed to the ICANN community.

> We would like your permission to record our interview to ensure your comments are accurately reflected. If during the interview you feel uncomfortable with recording our discussion, you may ask us to stop and we will discontinue recording. Also, if needed and agreed to by you, we may follow our interview with a short (15-20 minute) telephone call not more than two to three weeks after today to clarify some of the points we discussed. Our report may include anonymous quotes taken from our interviews to contextualize our assessment and recommendations. If such quotes are included from our discussion today, we will provide you an advance opportunity to review and remove potentially identifying quotes or information.

> Finally, we ask you to verbally confirm the following: Please confirm that you consent to Analysis Group, Inc. recording this interview; that you understand and consent to the use of the recording by Analysis Group, Inc. in the context of its review of the NomCom for ICANN; that you understand that the information and recording is for research purposes; and that you agree to relinquish any rights to the recording and understand the recording may be copied and used by Analysis Group, Inc. in the context of this research only without further permission.

Overview Questions
1. To begin, please describe your background, and your past and current involvement with ICANN.
2. In your view, what is the primary role (or roles) of ICANN? What is the primary role (or roles) of the NomCom?
3. How would you define success for the NomCom?
4. In what ways does the NomCom effectively perform its duties and roles? In what ways does is not?
5. Do you have any concerns regarding the NomCom? If so, what are they?
6. How do you describe the relationship between the role of NomCom and board/council performance?
7. [For key ICANN staff that support the process] Please describe the current director/councilor selection process followed by NomCom.
   a. What are the best and least best features of the director/councilor selection process followed by the NomCom? Why?

Process
8. To what extent is the NomCom effective, or not, at identifying potential candidates?
   a. Why is it, or is it not, effective?
   b. How could it be more effective?
9. To what extent is the NomCom effective, or not, at cultivating/engaging potential candidates?
   a. Why is it, or is it not, effective?
   b. How could it be more effective?
10. Please describe the NomCom's evaluation process of prospective candidates.
   a. Why is it, or is it not, effective?
   b. What are the most effective elements, if any?
   c. What are the least effective elements, if any?
   d. What changes, if any, would you make to the evaluation process?
11. Should any other groups or organizations be more involved in the NomCom recruiting/evaluating process?
12. To what extent does the NomCom preserve, or not preserve, continuity of processes across years?
13. If you could make one change to the nominating process followed by the NomCom, what would you change?

Diversity
14. How diverse, or not, is the slate of potential candidates?
15. Are there types of candidates that are underrepresented or overrepresented in terms of gender, geography, ethnicity, culture, or other characteristics?
   a. If so, does the under/overrepresentation lessen the NomCom's effectiveness in selecting the best possible candidates? If yes, how so?

16. Are there types of candidates that are underrepresented or overrepresented in terms of occupation, knowledge, experience, organization affiliation, or other?
    a. If so, does the under/overrepresentation lessen the NomCom's effectiveness in selecting the best possible candidates? If yes, how so?
17. Has the NomCom taken any action to improve the diversity of potential candidates? To what extent was that action effective or not effective?
18. If you think it should, what actions could the NomCom take to improve the diversity of potential candidates?
19. How does the NomCom balance geographic diversity requirements with the need to find highly qualified candidates?
20. How does the NomCom balance geographic diversity requirements with appointing directors/councilors that fill certain skill/knowledge gaps?
21. Should the NomCom have, or not have, diversity requirements other than geographic diversity requirements for board/council members?

Competency
22. How effective, or not, is the NomCom at selecting high-caliber, competent directors/councilors?
23. How does the NomCom consider competencies in evaluating potential candidates?
24. How should the NomCom consider competencies in evaluating potential candidates?
25. Is the NomCom made sufficiently aware of the competencies needed to balance board/council members? If so, how?

Fairness and Influence
26. Would you say that the nomination process followed by the NomCom is fair? Why or why not?
27. What is the role of the ICANN CEO in the nominating process?
28. What is the role of the NomCom staff support?
29. Would you say that the ICANN community is, or is not, adequately represented on the NomCom? In what ways is it, or is it not, adequately represented?
30. Would you say that NomCom processes are sufficiently transparent? Why or why not?

Responsiveness
31. Does the NomCom implement recommendations? From past reviews? From prior NomComs?
32. Are there NomCom initiatives that have been effective? If so, can you please describe these?
33. Are there NomCom initiatives that have been ineffective? If so, can you please describe these?
34. Is the advice from ICANN Board and other ICANN organizations to NomCom for selecting directors/councilors useful and feasible?

35. To what extent has the NomCom followed the advice given by ICANN organizations on the skills required for directors/councilors?

Size / Structure
36. Is the structure of the NomCom effective?
   a. Why is it or isn't it an effective structure?
   b. What changes would you make?
37. Is the size of NomCom appropriate to perform its functions efficiently?
38. Are there any benefits or challenges associated with the one-year term of NomCom members?
39. In what ways is the NomCom leadership structure effective or ineffective?
40. How has the introduction of the Chair-Elect position affected the NomCom?
   c. Why is it or isn't it an effective position?
   d. What changes would you make?