

# National Assessment Governing Board

## Nominations Committee (Closed Session)

### Report of May 14, 2011

**Attendees:** Susan Pimentel (Acting Chair), Alan Friedman; Governing Board Staff – Mary Crovo.

In accordance with the provisions of exemptions 2 and 6 of Section 552b(c) of Title 5 U.S.C., the National Assessment Governing Board's Nominations Committee met in closed session on May 14, 2011 from 7:45 – 8:15 a.m.

Nominations Committee Acting Chair Susan Pimentel opened the meeting and reviewed the agenda. Mary Crovo reported that the notebook of finalists was delivered to Secretary Duncan's senior staff on April 7, 2011 following Board approval of the final slate of candidates at the March 2011 Board meeting. This delivery date was five weeks earlier than in 2010. The slate of final candidates for the 2010-2011 nominations cycle was discussed, including issues with obtaining names for chiefs who had announced they were leaving their positions.

Committee members then discussed open positions for Board terms beginning in October 2012 and outreach strategies for recruiting nominees for those specific positions. Alan Friedman suggested that the outreach strategy include development of a one-page flyer that addresses roles and responsibilities of being a Board member. Mary Crovo said that this new flyer, similar in format to the Board's general overview flyer titled, "Who We Are," could be drafted for Nominations Committee review in the coming months. Nominations Committee members noted the thoroughness of the 2011-2012 outreach plan, particularly the focus on expanding the lists of minority and rural contacts.

I certify the accuracy of these minutes.



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Susan Pimentel, Acting Chair

5-19-11

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Date