INTERNATIONAL ACADEMY OF COLLABORATIVE PROFESSIONALS

2020 IACP Committee and Task Force Charges

Access to Collaboration Committee:
Brian Galbraith and Deirdre Severide, Co-Chairs

- *Charge:*
    - Collecting information from IACP members about existing pro bono, low cost, modest means and streamlined programs.
    - Sharing information about existing programs and initiatives that are intended to increase access to the Collaborative Practice model with IACP members through the website, social media, the Collaborative Connection, the Collaborative Review, the Speakers Bureau, the annual Forum and other platforms.
    - Creating a community of professionals who are initiating, or operating programs or initiatives intended to increase access to the Collaborative Practice model. The purpose of the community is to provide the opportunity for members to learn and support each other in this work.
    - Encouraging and supporting IACP members to establish new programs intended to increase access to the Collaborative Practice model by creating a community of like-minded professionals and sharing information about best practices.
- *Expectations:*
    - Monthly meetings of one hour via Zoom unusually on a Monday at 10:00 am EST
    - Some committee members may participate in a webinar and/or a workshop at the next Forum.
    - Occasional voluntary tasks between meetings such as reaching out to practice groups to determine if they have an access program. This is minor.
- *Meeting Times:* Monday at 10:00 am EST, monthly

Australasia Task Force:
Jennifer Hetherington and Deirdre Severide, Co-Chairs

- *Charge:*
    - To strengthen the IACP's relationship with Collaborative Professionals in Australia and New Zealand to build on our global community transforming the way families resolve conflict.
    - Sourcing information from Australasian practitioners about how IACP can assist their local communities and practice groups
    - Providing/promoting IACP resources to Australasian practitioners
    - Strengthening ties with IACP
    - Promoting membership of IACP
    - Attending monthly meetings via videoconference
- *Meeting Times:* Wednesday at 9:00 am AEST, monthly

Equity and Inclusion Committee:
Brian Galbraith and Julia McAninch, Co-Chairs

- *Charge:*
    - The task of our committee will be to evaluate where we stand, identify areas needing strengthening, and propose actions that will bring about meaningful change.
    - Our committee will be advising the IACP board, executive director, forum planners, and other committees about concrete steps they can take to foster equity and inclusion throughout our organization. We will provide information and take initiative in the greater collaborative community to foster diversity among our professionals and our clientele.
    - Our committee will be setting the direction for future years. You are encouraged to get in on the ground floor so that you can make the greatest impact going forward.
    - We will be forming a committee that is diverse in terms of race, age, sexual orientation, gender, class background, ability, language, and geography.
- *Expectations:*
    - Monthly meetings via Zoom for about 1.5 hours normally at 4:45 pm EST
    - Reading of books or other materials between meetings to be able to discuss at meetings.
    - Self-reflection regarding equity and inclusion issues in one's one life
    - Offer thoughtful, compassionate, feedback to others
    - Some committee members may participate in a workshop or PFI at the Forum regarding Equity and Inclusion issues
    - Other tasks as may arise and members volunteer to do
- *Meeting Times:* Monthly 1.5 hour meetings about 4:45 pm EST

Forum Workshop Proposal Review Committee:

- *Charge:*
    - The Forum Workshop Proposal Review Committee will review workshop proposals for the 2020 Forum and provide critical input on workshop selection. We need a large and diverse committee, and members will have a significant impact on the Forum program! This committee's work will take place over a few weeks in February-April. There are no meetings, all work takes place online.

Fundraising Committee:
Timothy Peterson and Kevin R. Scudder, Co-Chairs

- *Charge:*
    - The Fundraising Committee provides crucial support for IACP's mission by raising funds that fill the gap between the cost of running the organization and the revenue that comes from membership dues and Forum registration, and that enable us to expand our offerings and spread Collaborative Practice to new communities. Our goal is to build on the foundational work and successes of this Committee's previous year, taking what we learned from that work to ever improve this year in increasing both the number of donors and the total dollar amount of donations made to IACP.

- *Expectation:*
  - Participate in monthly Committee Meetings via Zoom;
  - Match the commitment we are asking of others by contributing to the IACP Fundraising effort at the Sustaining Links; Leadership Links; or Count-Me-In level.
  - Sign up for times at the Count-Me-In at the Toronto Forum;
  - Help with the review of our existing fundraising structure and being creative in making adjustments to this structure so we can achieve our objectives;
  - Explore and recommend other methods of fundraising for IACP in addition to the Annual, Leadership Links, Sustaining Links, and Count-Me-In Campaigns. Possibilities include individual Board member Facebook Birthday fundraisers, a Scholarship Fundraising Campaign, Giving Tuesday Campaign, a wider range of donation levels and incentives, targeted outreach to non-U.S. members and communities (accounting for cultural sensitivities and dynamics), and a Legacy Gift Campaign (estate planning);
  - Engagement and relationship-building with Collaborative Professionals (individually and through Practice Groups), including current and former Leadership Links, Sustaining Links, and Count-Me-In donors;
  - Nurturing the success of the Sustaining Links program and inviting more committed Collaborative professionals to take part in this program on a sustained basis, offering them additional benefits (i.e. quarterly Zoom video trainings) as an incentive to be part of this program;
  - Continued development, fostering and nurturing of a cultural community of generous donors and financial support to mainstream the concept of financial donations;
  - Reevaluating and reviewing how we use resources (i.e. Board members, Committee members, etc.) to assist with fundraising and open new fundraising avenues;
  - Exploration of new fundraising opportunities to help achieve our goals and to undertake a direct study of fundraising ideas, efforts and campaigns;
  - Continued development of potential sponsors for the Forum and to generally partner with IACP; and,
  - To start an education campaign geared to those outside the US to help change the paradigm in fundraising expectations in their country while being culturally sensitive.

Higher Education Task Force:
Kay Chan and Kevin Scudder, Co-Chairs

- *Charge:*
  - The focus of the Collaborative Higher Education Task Force Committee is to support and expand the teaching of Collaborative Practice in higher education institutions around the world, building on the prior work of this Task Force (Survey) to investigate and explore what higher education institutions are offering instruction in Collaborative Practice and in what manner that instruction is being offered. Elements of this work will incorporate the following:
    - Take the list of higher education institutions that we currently have and to engage and build relationships (phone calls / Zoom video meetings / written outreach) with faculty / administrators at the listed institutions in order to build relation that will help us in the future work of this Task Force.
    - Continue the collection of Collaborative Practice curriculums and syllabi to help us understand how Collaborative Practice is being taught around the world and to create a centralized IACP Higher Education Database of education materials

that can be made available to institutions that in the future want to have a Collaborative Practice curriculum.
- Consider effective strategies for promoting Collaborative Practice Higher Education worldwide, including the creation of articles, blogs, and curricula aimed at the higher education institutions now teaching Collaborative Practice.
- Evaluate whether a Model IACP Collaborative Practice Curricula is a feasible or practical way to achieve the goal of expanding the teaching of Collaborative Practice around the world.

- *Expectation:*
  - Participate in monthly Committee meetings via Zoom.
  - Take the lead on an element of the Committee's Work Plan to help the Committee realize the Charge of the Committee.
  - Develop written material to send out to Higher Education Institutions.
  - Participate in other activities identified by the Committee.
  - Enjoy being on the Committee.

Membership and Outreach Committee:
Julia McAninch and Amy Stewart, Co-Chairs

- *Charge:*
  - Membership and Outreach is one of the IACP's most important and essential committees. Our mission is to spread the word globally regarding Collaborative Practice, and in so doing, build respect and appreciation for the leading role of the IACP, driving membership, and providing critical resources for our continued work. A core component of that effort is our constant focus on maintaining and creating value for IACP members.
  - This is a committed, thoughtful, hard-working committee focused on these goals:
    - Committee members will promote IACP and Collaborative Practice in their own geographic and professional communities.
    - Personal outreach by committee members to lapsing IACP members, in the form of weekly emails. This task is divided among committee members, with email templates provided, to ensure that the task is manageable and not burdensome for anyone.
    - Finalize a new and improved Collaborative Practice Power Point presentation, to be available free of charge to all IACP members.
    - Host an annual IACP Forum welcome event.
- *Expectation:*
  - Participate in monthly committee meetings via Zoom.
  - Participate in other activities identified by the committee.

Online Education Task Force:
Anne Robinson Lucas and Kevin R. Scudder, Co-Chairs

- *Charge:*
  - Continue to develop webinars of interest and online education as follows:

- - - Webinars: Produce eight webinars in 2020
      - Develop selection process including:
      - Find a way to solicit community for topics, presenters and content
      - Bring in international content
    - Develop feedback loops
    - Set up archives to allow re-viewing
  - On-line Education:
    - Goal is to begin to build an overarching online curriculum that will allow for building deeper Collaborative skill sets beginning in 2020 with four courses (including Mark Weiss program in January). This program would further utilize IACP Faculty members as educators:
    - Develop an application process for online class content and educators
    - Develop a selection process for same
    - Provide IACP faculty members with goals/principles and structure of online education program
    - Allow courses to be available over multiple continents and time zones
    - Work with IACP staff to get a method in place so members could pay after the fact for access to previous webinars which would send an automated notice to the IACP team to send them the recorded link and supplemental materials
    - Develop feedback loops for course and instructor
    - Make recommendations for pricing structures: Live, archived, practice groups, and income sharing with trainers.
  - Continue to look for universal continuing ed credits to be offered for both webinars and courses – ongoing throughout the year
- *Meeting Times:*
  - First Tuesday, 2:00 p.m. to 3:30 p.m., February through September

Practice Group Development Committee:
Lori Gephart and Melissa Sulkowski, Co-Chairs

- *Charge:*
  - Our Mission is to help advance the mission of IACP and to transform the way families resolve conflict by supporting practice group leaders in building their local practice groups, engaging their members and connecting with a global community of Collaborative Practice and consensual dispute resolution professionals.
  - Support Practice Group Development in the following ways:
    - Engagement and relationship building with Practice Groups around the world.
    - Serve as a resource to Practice Groups.
    - Help guide Practice Groups to better serve their members.
    - Educate Practice Group leaders on the developmental norms of Practice Groups.
    - Encourage Practice Groups to develop mission statements and offer other ideas on how to strengthen relationships within the Practice Group.
    - Increase awareness of IACP support such as Speakers Bureau, trainings and marketing tools.
    - Gather insight from Practice Group leaders on how the IACP can provide more value to their members.
    - Recommend to the IACP other means to support Practice Groups.

- *Expectations:*
  - Participate in monthly committee meetings via Zoom.
  - Participate in Practice Group Leader Zoom meetings every other month.
  - Participate in discussions on Slack with the committee and practice group leaders.
  - Participate in developing tips, articles and success stories about practice groups.
  - Participate in completing the Information Sheet for Practice Groups.
  - Participate in other activities identified by the committee.

Research Committee:
Chris Farish and Linda Wray, Co-Chairs

- *Charge:*
  - Plan and execute a webinar on November 19, 2019 and the second part on January 29 or 30, 2019 on a deeper dive into the Divorce Experience Study to disseminate to practitioners the nuggets the committee extracted over the 2019 committee year
  - Begin mining the membership survey data from 2018 looking into years of practice, does years of practice affect number of cases and exploring diversity.
  - Develop a client survey to be shared with practice groups.
  - Support Practice Groups' use of the Research Surveys (professional or client) to collect data, including by sharing information as to how Survey Monkey can be effectively used.
  - Support research efforts on Collaborative Practice by academic institutions, PhD students and Master degree students as requested.

Standards and Ethics Committee:
Adam B. Cordover and Robert Merlin, Co-Chairs

- *Charge:*
  - Make general recommendations to the Board regarding possible revisions of the Standards and propose a process for making any such revisions.
  - Monitor developments impacting the ethics and standards of Collaborative Practice.
  - Review questions raised regarding ethics and standards of Collaborative Practice.
  - Educate the Board about the IACP Practitioner, Training and Ethics Standards.
  - Educate the greater Collaborative Practice community about the IACP Practitioner, Training and Ethics Standards.
  - Undertake such other tasks as directed by the Board, President or Executive Director, or as may be suggested by the committee and approved by the Board.
- *Expectations:*
  - Participate in monthly committee meetings via Zoom.
  - Participate in other activities identified by the committee.
  - Be familiar with IACP Ethical Standards

UCLA Advisory Panel:
Robert Merlin, Chair

- *Charge:*
  - The UCLA Advisory Panel will support practitioners in states working to enact the UCLA and will continue to keep the Collaborative community informed of such efforts through articles and website updates.
- *Expectations:*
  - Participate in monthly committee meetings via Zoom.
  - Participate in other activities identified by the committee.

Website Content Update Committee:
Adam B. Cordover and Melissa Sulkowski, Co-Chairs

- *Charge:*
  - Continue to create and solicit content for new IACP blog.
  - Review front end of website.
  - Informally survey members and leaders about what they like and what can be improved.
  - Review content and structure of public and member facing pages for clarity, optimal messaging, search engine optimization, equity and inclusion, and ease of use.
  - Research how to more effectively search for documents and improve display results.
  - Make recommendations to staff for structure. Revise content as needed in consultation with relevant committee chairs about what additional documents should be on website.
  - Work closely with IACP staff to coordinate change requests with staff workflow and website capabilities.
  - Serve as a resource for practice groups looking to create or improve their website.
- *Expectations:*
  - Participate in monthly committee meetings via Zoom.
  - Submit at least one blog post.
  - Participate in other activities identified by the committee.