



Board Of Directors

Roles, Responsibilities, and Nomination Process



About

The Board of Directors (BoD) provides strategic oversight and governance for CDISC. Board members play a vital role in shaping the organization's future by:

- Setting strategic direction
- Overseeing financial health
- Ensuring responsible governance
- Supporting development of a sustainable funding model

Currently Seeking

We are looking for individuals with:

- Passion for the CDISC mission
- Strong leadership and decision-making skills
- Strategic vision for the future of clinical research and the role of data
- A commitment to collaboration and teamwork
- Experience in data standards, governance, regulatory, finance, fundraising, clinical development, technology, and consulting

Nomination Process

We encourage nominations of qualified candidates and self-nominations. Please:

- Verify willingness to serve, to commit time, and to travel (approximately 4 virtual meetings and 2 in-person meetings a year).
- **For Recommenders:** Submit a current CV (or LinkedIn profile of the nominee) and a cover letter stating why you think your nominee would be a strong contributor to the CDISC BoD.
- **For Self-Nominations:** Submit a current CV (or LinkedIn profile) and a cover letter stating why you are interested in serving on the CDISC BoD.

Details

Nominations must be submitted via email to nominations@cdisc.org by 31 July 2025.

Nominations will be reviewed by the CDISC Governance Committee.

All positions are for a 3-year term beginning 1 January 2026.

Nominees will be notified of results by 1 November 2025.

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Time Commitment

Commitment to travel to 2 in-person meetings (2-days) per year during the European and US Interchanges plus 4 virtual meetings of 2-4 hours.

Board members serve on one or more Committees. Committees meet every two months for an hour.

Board Structure

Executive Committee: ensures business relevant to CDISC BoD continues between in-person Board Meetings, provides guidance to CEO on specific topics

Governance Committee: supports BoD's effectiveness and continuing development, ensures compliance with regulations and best practices

Financial Oversight Committee: oversees CDISC's spending and investing funds received, ensures adherence to Bylaws, Strategic Plan, and policies

Technical Advisory Committee: supports CDISC technical projects with guidance, insights, advice, connections, and resources

Sustainability Committee: provides expert guidance and recommendations to help ensure the long-term financial sustainability of CDISC

Each committee has a chairperson.

Board Roles/Responsibilities/Expectations

Board members are expected to actively participate in organizational planning and decision-making and to make sound and informed judgments while exercising care and prudence.

Board members should put the interests of the nonprofit before any personal or professional concerns and avoid potential conflicts of interest.

Board members must be committed to the organization's mission and ensure that the organization complies with all applicable federal, state, and local laws and regulations.

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Board Roles/Responsibilities/Expectations (Continued)

Fiduciary Responsibilities:

- Protection of an organization's assets from misuse of power
- Prevent conflicts of interest
- Provide greater transparency and accountability
- Promote a higher level of professionalism from the organization's leaders

Fundraising Expectations and Responsibilities:

- Provide staff members introductions to business and personal contacts for development opportunities (new members, grant funders, partnerships)
- Educate community members on the importance of the mission
- Help develop or provide feedback on the organization's case for support
- Plan and spend time understanding business development strategies being implemented
- Make corporate or personal donations

Board of Directors Policies

- **Bylaws** - High-level rules and regulations information - To establish the roles and duties of the company's directors and officers
- **POL004** - Board Governance - Guides Board members in executing their fiduciary duties
- **POL005** - Board Member Selection - Process to identify, nominate and vote on new members to the CDISC Board of Directors
- **POL006** - Chairperson Elect of the Board of Directors - Process for nominating and electing a Chairperson for the Board of Directors
- **POL001** - Code of Conduct & Professional Ethics - To ensure compliance of all stakeholders with CDISC standards of ethics
- **POL002** - Finances - Details financial commitment and disbursement processes
- **POL003** - Intellectual Property - Aims to protect against the ownership of CDISC Standards by one party and to protect the legitimate intellectual property rights of Contributors.
- **POL008** - Executive Compensation - Formalizes the CEO/President's compensation and evaluation process

All documents are available on the CDISC website: <https://www.cdisc.org/about/bylaws>

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