

Governance Restructuring Task Force

Action Plan

Governance Restructuring Task Force is established to develop a comprehensive organizational restructuring plan for the New Jersey Dental Association (NJDA) that fosters an agile, nimble, and representative governance structure aligned with the evolving needs and demographics of NJDA membership. This restructuring plan will include updated governance and representation models for the NJDA Board of Trustees, House of Delegates, Councils, Committees, and Components.

Duties

1. Assess and Evaluate Current Structure:

- Conduct a thorough review of the current organizational structure of NJDA governance bodies, including the Board of Trustees, House of Delegates, Councils, Committees, and Components.
- Identify inefficiencies, redundancies, or structural barriers that hinder agility, representation, or effectiveness in the current model.

2. Research Best Practices in Governance:

- Explore governance models used by similar organizations, particularly in healthcare, nonprofit associations, and professional societies.
- Review current trends and best practices in organizational restructuring to understand what changes can make governance more responsive and efficient.

3. Member Representation and Engagement:

- Engage with NJDA membership to assess needs, preferences, and perspectives on NJDA's governance and representation.
- Gather feedback on potential changes to the structure and decision-making processes to ensure inclusive representation of all membership demographics.

4. Develop Restructuring Recommendations:

- Formulate specific restructuring proposals that address each governance body's structure and role, aiming to streamline decision-making and representation.
- Recommend potential modifications to the number, roles, and responsibilities of Board, House, Council, and Committee members.

5. Implement a Restructuring Plan:

- Develop a phased implementation plan for the approved governance and representation models, ensuring alignment with NJDA's mission, vision, and strategic priorities.
- Outline necessary bylaw changes and a timeline for completion, including member education sessions on the new governance structure.

Key Action Steps and Timeline:

Action Step	Responsibility	Timeline	Expected Outcome
1. Initiate Task Force and Define Scope	Task Force Chair & Members	Month 1	Establish clear goals, timeline, and roles for the task force.
2. Conduct Internal Structure Assessment	Task Force Members	Months 1–2	Detailed evaluation of current governance effectiveness and areas for improvement.
3. Benchmark Research on Governance Models	Task Force Members, Consultants	Months 2–3	Insights into effective, nimble, and representative governance structures in similar organizations.
4. Conduct Member Engagement	Task Force Members	Month 3	Collect feedback from members to understand needs for better representation and engagement.
5. Draft Restructuring Recommendations	Task Force & Key Stakeholders	Month 4	Create proposals with updated governance models for the Board, House, Councils, Committees, and Components.
6. Review and Revise Recommendations	Task Force & NJDA Leadership	Months 5–6	Finalized restructuring proposal that incorporates feedback from NJDA leadership and key stakeholders.
7. Develop Implementation and Bylaws Update Plan	Task Force & Legal Advisors	Month 7	Step-by-step implementation plan with necessary bylaw amendments and member communications.
8. Present Restructuring Plan to NJDA Board	Task Force Chair	Month 8	Gain approval for restructuring plan and initiate steps for implementation.
9. Launch Implementation Phase	Task Force, NJDA Leadership	Months 9–12	Initiate rollout of the new governance structure, with member education and support as needed.

Outcomes and Metrics for Success:

1. **Streamlined Decision-Making** – The restructuring plan should reduce time and resources needed for NJDA governance decision-making.

2. **Enhanced Member Representation** – NJDA members should feel well-represented, as measured by post-restructuring feedback.
 3. **Effective Governance Model** – Evaluate effectiveness through member satisfaction surveys and assessments of governance agility.
 4. **Bylaw Amendments** – Successfully amend NJDA bylaws to reflect the updated structure.
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Reporting and Review

- **Updates:** The Task Force Chair will provide progress updates to the NJDA Board at each Board meeting.
- **Final Report and Recommendations:** A comprehensive report detailing findings, recommendations, and implementation plans will be presented upon completion.

Composition

For a Governance Restructuring Task Force, it's essential to have a diverse group of individuals who bring varied perspectives, skills, and knowledge of the organization's current governance structure. Below is the recommended list of representatives.

- A chair appointed by the President.
- Six (6) to twelve (12) members appointed by the President.
 - Board Members – At least two current board members, ideally from different backgrounds or tenure levels, can provide insights into current governance challenges and opportunities for improvement.
 - Committee/Council Representatives – Including representatives from different councils or committees, especially from both longstanding and newer groups, can ensure that all functional areas are considered in the restructuring.
 - Compliance Expert – A member with compliance expertise can help identify necessary rules or bylaw changes.
 - New Dentist/Early-Career Representative – Including a new dentist or early-career member can bring a fresh perspective and help ensure the new structure resonates with emerging leaders and future members.
 - Diversity and Inclusion Representative – Someone focused on diversity, equity, and inclusion to ensure that the restructured governance model represents all members and promotes an inclusive environment.
 - Past Leadership (Optional) – Former board members or officers who have institutional knowledge but are no longer involved in day-to-day decision-making can provide historical insights while remaining impartial.
 - General Membership Representative(s) – Including a few members-at-large or representatives from different practice modalities ensures a balanced viewpoint from across the association's membership base.

Each member should be committed to active participation, open to change, and skilled in collaboration, as this will be essential to achieving a governance model that best serves the association's current and future needs.

Time Commitment

The committee meets as needed, but no less than 4 times per year. The duration of the meetings is one (1) hour to two (2) hours.

Participation Expectations

Terms: Appointment is for one (1) year terms.

Attendance: Regular attendance at committee meetings is expected, and failure to attend at least 75% of the scheduled meetings annually may result in consideration for dismissal from the committee.

Engagement: The Governance Restructuring Task Force is committed to fostering open, transparent, and inclusive engagement with members, leadership, and stakeholders throughout the governance restructuring process. Our goal is to ensure that all voices are heard and valued, creating a collaborative environment for meaningful dialogue on changes that will shape the future of our association. By actively seeking input, sharing regular updates, and encouraging member participation, the Task Force aims to build trust, enhance communication, and ensure that the restructuring aligns with the collective vision and needs of our diverse membership. Together, we will work toward a governance structure that is flexible, effective, and representative of our association's mission and strategic goals.

Conduct: The Association is committed to the principle that all individuals should be treated with dignity and respect. The Association strongly disapproves of any action or conduct by members or employees which constitutes harassment of an individual on account of race, sex, sexual orientation, disability, age, religion, national origin, or any other characteristic protected by law.

Resources

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