

POSITION: President Elect

**Nominee Name** Karen Roman  
First MI Last

**Firm Name** Intergroup, Inc.

**Address** 2000 W. Littleton Blvd. Littleton CO 80120  
Street Suite City State Zip

**Contact Info** 303.738.8877 720.288.6656 kroman@igarch.com  
Telephone Cell E-Mail

**Name of your SDA Chapter** Denver  
Chapter Name (or indicate if Member at Large)

**Have you attended an SDA National Convention?** Yes  No

**If yes, please list below the year/location for each Annual Convention attended.**

<u>Year</u>	<u>see attached</u>	<u>City/State</u>
<u>Year</u>		<u>City/State</u>
<u>Year</u>		<u>City/State</u>
<u>Year</u>		<u>City/State</u>
<u>Year</u>		<u>City/State</u>
<u>Year</u>		<u>City/State</u>

**Have your National and Chapter dues been paid?** Yes  No

**List chapter offices and chapter committee positions or other professional board/committee positions you have previously held.**

- |                        |           |
|------------------------|-----------|
| 1. <u>see attached</u> | 7. _____  |
| 2. _____               | 8. _____  |
| 3. _____               | 9. _____  |
| 4. _____               | 10. _____ |
| 5. _____               | 11. _____ |
| 6. _____               | 12. _____ |

Please address each of the following questions below on a separate page, no more than two pages in length:

1. Your overall philosophy of SDA – its value to the industry, to your career, and anything else you wish to include.
2. What are the strengths that you will bring to the Executive Committee of SDA? Be sure to address leadership, organizational, communication and people skills, as well as any technical skills that would help in performing your officer duties.
3. What area of focus will you champion for SDA? What do you hope to accomplish during your term on ExCom?
4. Describe how your experiences have prepared you for national office. Please address the following:
  - a. Collaboration skills and participation in the decision-making process and business management of associations for the benefit of the entire organization
  - b. Communication, time management and multi-tasking skills.
  - c. Specific responsibilities per the ExCom Position Description

*I certify that the above statements are based in fact; that I have been a member in good standing for three (3) years, served on a National SDA committee for at least one year and served on the board of a professional or business organization for at least one year.*



Signature of Nominee

**DEADLINE: March 5, 2019**

All information must be typed, except for original signatures and submitted in digital format.

Each official submittal will contain the following mandatory documents:

1. Candidate Application Form, including Candidate Philosophy
2. Professional Resume
3. Current Professional Headshot Photograph

## Karen Roman Candidate Application Form

### Annual Conventions Attended

1994 Los Angeles  
1996 Minneapolis  
1997 New Orleans  
1998 San Francisco  
2001 Denver  
2003 San Diego  
2004 Chicago  
2005 Las Vegas  
2006 Los Angeles  
2007 San Antonio  
2008 Boston  
2009 Houston (not a convention, an annual business meeting)  
2010 Las Vegas  
2011 Charleston  
2012 Portland  
2014 Nashville  
2015 Golden  
2017 Minneapolis (attended as Parliamentarian at the annual business meeting)  
2018 Salt Lake City

### Offices and Committee Positions

#### Chapter Offices:

Chapter Interim Treasurer/Director, 2013 – 2014  
Chapter Past President, 2002-2003  
Chapter President, 2000-2001  
Chapter Secretary, 1997-1998  
Chapter Treasurer, 1995 1996  
Chapter Past President, 1995-1996  
Chapter AIA Component Representative, 1995 -1996  
Chapter President, 1994-1995  
Chapter Vice President and Interim President, 1993-1994

#### Chapter Committees:

Chapter Western Regional Conference Co-Chair, 2003  
Chapter Program Committee Member, 2002-2003  
Chapter Finance Committee Member, 2002-2003  
Chapter Committee Member, National Convention Host 2000-2001  
Chapter Program Chair, 1996-1997  
Chapter Program Member, 1995-1996  
Chapter Newsletter Chair, 1994-1995  
Chapter ArchimENTS Chair, 1994-2000

#### National Offices:

National Past President, 2012-2013

National President, 2011-2012

National President, 2010-2011

National President-Elect, 2009-2010

National Secretary, 2008-2009

#### National Committees:

National Fellows Committee, 2018 – Current

National Fellows Task Force Member, 2017-2018

National Rebranding Task Force Co-Chair, 2017-2018

National Bylaws Committee Member, 2017 – Current

National Bylaws Committee Chair, 2013-2014

National Nominating Chair, 2012-2013

National Past Presidents Council Chair, 2012-2013

National EDSymposium Chair, 2010

National Leadership Chair, 2010-2011

National EDSymposium Chair, 2008

National Project Management PEG Chair, 2007

National Project Management PEG Chair, 2006

National Credentials Chair, 2004

National Publications Chair, 1999-2001

National Membership Committee Member, 1994-1998

National Education Committee Member, 1993-1994

#### Questions

1. SDA sets the standard for design administration, and I absolutely believe in the value of my membership. It has been integral to my professional development and the largest contributor to my still-increasing industry knowledge. SDA offers so many resources to administrators of all levels in education, networking, and mentoring. I have no doubt that we can continue to grow and become more of a voice in the A/E industry. I think SDA is at a very exciting turning point. We have dynamic management and leadership, and I project that in the next few years we could see huge strides in member numbers as well as firm and industry acknowledgement.
2. My position in my firm includes management, decision making, policy setting, and working with principals who have very different personalities and leadership styles. This has strengthened my ability to weigh options and really think things through, to prioritize, to stay on task, to avoid procrastination, and to work with many types of people. Over the course of several years, I held all SDA chapter board positions at least once, and was a member of or chaired both local and national committees. I served as a member of my county building review board for six terms. I was on the joint NCARB/AIA Intern Development Program Advisory Committee for multiple terms, working with stakeholders from the two guiding organizations, as well as universities, state licensing boards, and other components. And, most significantly, I was a member of ExCom

for five years, beginning in 2008 - Secretary, President Elect, President (two terms), and Past President. I'm fortunate to have first hand knowledge of the skills and attributes needed to serve effectively.

3. In the role of president-elect, my focus will be to support the president in any way I can with the initiatives she is championing and to work with all of ExCom and the executive director to increase our membership numbers, grow our collateral to continue to meet the needs of our members, strengthen the value of design administrators within our firms, and help SDA become a greater voice in the A/E community.
4. The best experience that has prepared me to take on the role of president-elect is that I have been the president-elect. I served five years on ExCom, beginning about a decade ago. That, if nothing else, teaches one to work with many different personality types and management styles. And it's vitally important that the executive committee work as a team to best serve the good of the organization. I am aware of the responsibilities of the position of president-elect and I have no concerns that I would be unable to carry out those duties. I have never had an issue with time management or meeting deadlines. I am a senior manager in my firm, and I frequently work on multiple projects at the same time, so I am adept at multi-tasking.

