

November 16, 2017 EC Meeting Minutes

APPROVED – February 9, 2018

Minutes
National Communication Association
Executive Committee Meeting
November 16, 2017
Dallas, Texas

Participating in the meeting

Stephen J. Hartnett, President (presiding); Ronald Jackson, First Vice President; Star Muir, Second Vice President; Christina S. Beck, Immediate Past President; Kent Ono, Second Vice President Elect (non-voting); Justin Boren, Affirmative Action and Intercaucus Committee (non-voting); Bonnie Dow, Publications Board Director; Mindy Fenske, Research Board Director; Orlando Taylor, Finance Board Director; Ronald Shields, Finance Board Member (non-voting); Trevor Parry-Giles, Interim Executive Director (non-voting); *National Office Staff*: Justin Danowski, Governance Manager; Wendy Fernando, Director of External Affairs and Publications; *Absent*: Marnel Niles Goins, Finance Board Member, Scott Myers, Educational Policies Board Director.

1. Call to Order

President Hartnett called the meeting to order at 9:01 a.m. Eastern time.

2. Announcements, Updates, and Reports

Parry-Giles provided an update on the National Office.

3. Legislative Assembly Meeting Review

President Hartnett reviewed the LA meeting agenda with the Executive Committee.

Discussion ensued on the wording of Article VII, Section 3 of the new bylaws.

Article VII, Section 3. Caucuses. Consistent with the Association's commitment to equal opportunity, interest groups representing historically underrepresented demographic groups in terms of gender, race, ethnicity, sexuality, and physical ability shall be known as Caucuses.

A motion was made by Muir to endorse the change from "physical ability" to "ability" once the new bylaws are fully implemented on January 1, 2018. Seconded by Beck. Motion carried unanimously.

4. Executive Committee September meeting – Public Statement Resolutions Review

A motion was made by Beck to rescind the motions of the public statement resolutions review made by the Executive Committee at the September 2017 meeting. Seconded by Myers. Motion carried unanimously.

5. Policy Manual/Employee Handbook Update

Parry-Giles provided an update with the ongoing policy manual and employee handbook revisions. Discussion ensued on a timeline to update current policy manual and employee handbook.

A motion was made by Muir to recharge the sub-committee to continue to edit the current policy manual and employee handbook and to draft a preamble, to engage a human resources specialist to evaluate our current policy manual and employee handbook, and to present findings and plan of revision at the June 2018 Executive Committee meeting. Seconded by Beck. Motion carried unanimously.

6. Proposal – Conversion of Members-Only Content to Open Content

Proposal—1) That all members-only content be unrestricted and open as of January 1, 2018, with the exception of back issues of *Spectra* and access to the 11 NCA journals; 2) That “members-only” content be removed as a departmental and individual membership benefit.

Discussion ensued.

*A motion was made by Muir to amend the current proposal: **Proposal**—1) That all members-only content be unrestricted and open as of January 1, 2018, with the exception of **current and back issues of Spectra, access to the 11 NCA journals, and member specific information including the membership directory** 2) That “members-only” content be removed as a departmental and individual membership benefit. Seconded by Dow. Motion carried unanimously.*

7. Adjournment

With no further business, the meeting was adjourned.

Respectfully submitted,

Trevor Parry-Giles
Interim Executive Director