Meetings of the NCA Legislative Assembly
November 2018
Salt Lake City, Utah

Presiding: Ronald L. Jackson II, President

Wednesday, November 7, 12:00-4:00 p.m.; Ballroom A, Salt Palace Convention Center
Saturday, November 10, 8:00-10:00 a.m.; Ballroom A, Salt Palace Convention Center

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Washington, DC 20036
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# 2018 MEETING OF THE NCA LEGISLATIVE ASSEMBLY

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ORIENTATION MATERIALS

Annual Legislative Assembly Meeting

The Legislative Assembly (LA) meets in person once a year at NCA’s annual meeting. There is typically a four-hour afternoon session the day before the convention begins, and a two-hour morning session on the third day of the convention.

The business at the LA meeting is legally governed by NCA’s Bylaws, and its decisions are guided by NCA’s strategic plan. Per the NCA Bylaws, the Legislative Assembly meeting is governed by parliamentary procedure, and the following pages provide some relevant information in that regard.

There is always some standard introductory business that is addressed by the LA at the start of the meeting. That is followed by reports, and then the business of the association. It is standard to talk about the association’s finances as well as NCA’s operating budget for the upcoming calendar year. Members of the LA also participate in elections of members of the Committee on Committees and vote on a slate of candidates brought to the group by the Committee on Committees. In addition, each year members are invited to submit resolutions to the Resolutions Committee for ultimate consideration by the LA. If resolutions are submitted by the relevant deadline, they are put on the agenda for discussion by the LA at the annual meeting.

Alternates (Proxies)

NCA’s Bylaws specify that alternates or proxies are not permitted at the Legislative Assembly. However, “Vacancies among the representatives of Interest Groups, the four regional associations, the National States Advisory Council and the Association of Communication Administration Executive Committee may be filled in the same manner as the original representative was appointed” (NCA Bylaws, Article 3, Section 5, sub-section D). For example, if a group’s bylaws stipulate that the Chair is also the group’s LA representative, and the chair cannot fulfill their LA member responsibilities or attend the annual LA meeting, the chair must resign their position as chair and the newly elected chair may participate in the LA meeting. In short, a vacancy in the position must exist for an alternative person to represent the group; that person must be elected in the same manner as originally prescribed by the group’s bylaws.

Everyone at NCA appreciates your willingness to come to the convention early and spend time working on the association’s business. You serve in a vital leadership role for NCA—thank you!
Standing Rules

1. Delegates shall sign the roll and receive a voting card for each meeting.

2. Items that are not on the published agenda may only be considered after all other agenda items have been taken up, and following a two-thirds vote to consider. Prior to such vote, the maker of a substantive motion may have up to two minutes to explain (not debate) the proposed motion to the body.

3. Only Legislative Assembly members shall offer motions and vote.

4. Motion forms shall be used for substantive motions and amendments, and when requested by the presiding officer.

5. Delegates shall state their name and the constituency represented prior to starting to speak.

6. No delegate may move the previous question (close debate) prior to an opportunity for one pro and one con speech on a debatable motion.

7. During debate on a motion, pro and con sides will alternate speaking turns.

8. Delegates may speak for up to two minutes when recognized. Non-members of the LA may address the LA with the permission of the assembly.

9. The presiding officer may invite the members and guests to informally consider a motion for a specified length of time. During such time, members will be recognized to speak and will be allowed additional opportunities at the discretion of the chair. When the set time expires, the chair may take a straw poll if no motion is offered for formal consideration.

10. Each NCA member who offers a resolution shall have the right to explain his or her resolution to the Resolutions Committee. The Resolutions Committee may: (1) endorse, (2) oppose, or (3) offer no recommendation, regarding resolutions submitted to the committee.

11. The Resolutions Committee may not change the substance of motions submitted to the committee without consent of the submitter.

12. The Executive Committee (EC) at EC meeting following a convention and before the next annual convention shall review and approve the minutes of LA meetings. Copies of minutes reviewed by the EC shall be distributed to LA members serving at the next NCA convention.
### 2018 Legislative Assembly Membership
(as of September 21, 2018)

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<th>Interest Group/Affiliate/Title</th>
<th>First Name</th>
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<td>Women’s Caucus</td>
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<td>Desnoyers-Colas</td>
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Parliamentary Procedure

Motions Categories and Definitions

To change a proposed motion:

- Amend – to propose changes to the words under consideration by adding new words, striking existing words, or replacing (striking and inserting) words.

Motions to Raise Urgent Issues:

- Question of privilege – to ask that an urgent matter be considered immediately, such as to ask to go into executive session. The chair first rules on whether or not the interruption will be allowed, and if so, accepts the motion arising from the interruption.
- Orders of the day – to demand that the adopted agenda be followed, or that times on the agenda be strictly observed.
- To set aside the orders of the day requires a two-thirds vote.
- Objection to consideration – to try to prevent a motion from being considered - a two-thirds vote prevents consideration.

Motions to Control Debate:

- Limit debate – to set limits on length of speeches, number of speakers, etc. for one particular motion.
- Previous question – to stop debate and not allow any motions ranking below previous question.

Motions to Protect Rights:

- Division of the Assembly – to have an inconclusive vote rebaken by a different method.
- Point of order – to interrupt the meeting to call attention to a violation of the rules.
- Appeal chair’s ruling – to overturn the ruling of the chair by vote of the assembly.
- Request for Information – to ask a factual question about the matter under consideration.
- Parliamentary inquiry – to ask procedural advice.

Motions to Choose Voting Methods:

- Vote by ballot, roll call, counted vote – to take the vote by one of these methods.
- Choose method of nominations – if not required by the bylaws, to choose how to nominate for an office, committee, etc.
- Open or close nominations or the polls – to reopen nominations or the polls is majority, to close is a two-thirds vote.

Motions to Delay Action:

- Refer to a committee – send the proposed motion to a committee for further deliberation and recommendation.
- Postpone to a definite time – postpone to a later time in the same meeting, after an event in the same meeting, or to the next meeting (may not postpone beyond the next meeting).
- Recess – take a break for a specified time or return at the call of the chair.
- Adjourn – to stop taking action, but announcements, etc. may still be made after voting to adjourn.
- Postpone indefinitely – to take no action on a proposal (often mistakenly referred to as “table”).
- Lay on the table – to set aside temporarily in order to consider other urgent business. Motion may be taken from the table by majority vote at current meeting or during the next meeting, after which it falls to the ground.

Motions to Vary the Procedures:

- Suspend the rules – to temporarily follow another procedure provided it does not violate any rights.
- Divide the question – to take up motion as separate parts, provided each can stand alone.
- Request to withdraw a motion – to get permission to withdraw a motion after the assembly has ownership (step 3).
- Request relief from a duty (resign) – to get permission to leave office or not perform specific duties.

Motions to Re-examine:

- Reconsider – to turn back the clock to just before a vote was taken (can only be made at the same meeting, and only by someone who voted on the prevailing side).
- Rescind/Amdend something previously adopted – to change something adopted before the current meeting.
- Take from the table – to resume consideration of a motion that was laid on the table.
- Discharge a committee – to take back a motion from a committee before it has issued its final report.

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INTRODUCTORY BUSINESS

Call to Order & Introductions

NCA President Ronald L. Jackson II will preside over the meeting. The meeting will be called to order at 12:00 p.m. on Wednesday, November 7 and at 8:00 a.m. on Saturday, November 10 in Ballroom A of the Salt Palace Convention Center in Salt Lake City, Utah. President Jackson will lead introductions of meeting participants.

Credentials Report

The first report that will be given to delegates is the credentials report. This report tells the Legislative Assembly how many delegates have registered for the meeting. The quorum is a majority of the total number of delegates defined in the NCA Bylaws. Once the Legislative Assembly adopts the credentials report, it is authorized to conduct business in the name of NCA.
Agenda

WEDNESDAY, NOVEMBER 7, 2018

12:00 PM
INTRODUCTORY BUSINESS
Call to Order & Introductions ................................................................. 11
Credentials Report ................................................................................ 11
Agenda .................................................................................................... 12

REPORTS
In Memoriam ........................................................................................ 13
Association Updates/Reports ................................................................. 14
Nominating Committee .......................................................................... 93
Second VP Candidate remarks ............................................................. 93

BUSINESS
Election of Committee on Committees Positions .................................... 94
Financial Reports .................................................................................. 95
Resolutions Committee/Public Statements Review ................................. 101

4:00 PM
ADJOURN FOR THE DAY

SATURDAY, NOVEMBER 10, 2018

8:00 AM
INTRODUCTORY BUSINESS
Call to Order ........................................................................................ 11
Credentials Report ................................................................................ 11

BUSINESS (continued)
Special Recognition ............................................................................. 107
Bylaws Amendments................................................................................ 109
New Interest Group Proposals ............................................................... 111
Report of the Committee on Committees ................................................. 119

10:00 AM
ADJOURN
REPORTS

In Memoriam

Please pause for a moment of silence for the members of the discipline who passed away in the past year. We remember:

- Aram Avedis Aghazarian, *Temple University*
- Ronald R. Allen, *University of Wisconsin* (NCA President, 1979)
- Suzanne Berg, *Newman University*
- Charles Berger, *Michigan State University* (NCA Distinguished Scholar)
- Bernard J. Brommel, *Northeastern Illinois University*
- Robert DeChaine, *California State University, Los Angeles*
- Walter R. Fisher, *University of Southern California* (NCA Distinguished Scholar)
- Doreen Steiner Geddes, *Clemson University*
- Anthony Giffard, *University of Washington*
- Doris Graber, *University of Illinois-Chicago* (NCA Distinguished Scholar)
- Brad Greenberg, *Michigan State University*
- Bertram W. Gross, Jr., *Marshall University*
- Kathleen Kougl, *Youngstown State University*
- Robert D. Kully, *California State University, Los Angeles*
- John Leustek, *The College of New Jersey*
- Robert P. Newman, *University of Pittsburgh* (NCA Distinguished Scholar)
- Lyndrey A. Niles, *Howard University*
- Edward Pappas, *Wayne State University*
- John Pauly, *Marquette University*
- Darrell Piersol, *Texas State University*
- Helen Ruth Sands, *University of Southern Indiana*
- Henry Z. Scheele, *Purdue University*
- Robert L. Scott, *University of Minnesota* (NCA Distinguished Scholar)
- Don Sikkink, *St. Cloud State University*
- Hank (Henry) Tkachuk, *Concordia University*
- Robert Wilfred Tremblay, *High Point University*

If someone is not listed, we ask you to please share that person’s name with the LA.
Association Updates

Several members of the Executive Committee will provide verbal updates to the LA on recent activities of the Association. Written reports are included on subsequent pages of this binder.
Legislative Assembly and Executive Committee Minutes, 2017 & 2018

September 15-16, 2017 Executive Committee Meeting Minutes

DRAFT

Minutes
National Communication Association
Executive Committee Meeting
September 15-16, 2017
Washington, D.C.

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); Bonnie Dow, Publications Board Director; Mindy Fenske, Research Board Director; Orlando Taylor, Finance Board Director; Ronald Shields, Finance Board Member (non-voting); Scott Myers (via phone), Educational Policies Board Director; Paaige Turner, Executive Director (non-voting); National Office Staff: Justin Danowski, Governance Manager; Wendy Fernando, Director of External Affairs and Publications; Trevor Parry-Giles, Director of Academic and Professional Affairs; Joe Ritchie, Interim Chief Financial Officer; Absent: Marnel Niles Goins, Finance Board Member

1. Call to Order

President Hartnett called the meeting to order at 9:01 a.m. Eastern time and opened in Executive Session.

The group adjourned for a break at 10:30 a.m. and reconvened at 10:45 a.m.

Executive Committee continued in Executive Session.

The group adjourned for lunch at 12:30 p.m. and reconvened at 1:31 p.m.

2. Announcements, Updates, and Reports

Authors of individual reports provided brief highlights of their activities.

The EC discussed the impact of hurricane Harvey and possible ways in which NCA can help. The possibility of a letter sent to the membership was discussed.

3. FY16-17 budget audit statements, Six-month budget, Calendar year budget

Finance Board Director Taylor presented the audit report for FY16-17 to the EC for consideration with endorsement from the Finance Board. Discussion ensued. A motion was made by Muir to approve the audit report for FY16-17. Seconded by Beck. Motion carried unanimously.

Interim Chief Financial Officer Ritchie presented the EC with the Association’s six-month financial budget covering the period from July 1 – December 31, 2017. A motion was made by Muir to approve the six-month financial budget. Seconded by Beck. Motion carried unanimously.
Interim Chief Financial Officer Ritchie presented the EC with the Association’s 2018 calendar year financial budget covering the period from January 1 – December 31, 2018. Discussion ensued. *A motion was made by Muir to approve the calendar year budget. Seconded by Dow. Motion carried unanimously.*

The group adjourned for a break at 2:50 p.m. and reconvened at 3:00 p.m.

4. **Consent Agenda**

The consent agenda included the following items: June 16, 2017, Executive Committee Meeting Minutes; June 17, 2017, Legislative Assembly report of ballot vote; June 28, 2017, Executive Committee conference call minutes; Donald H. Ecroyd Award for Outstanding Teaching in Higher Education selection committee nomination; Wallace A. Bacon Lifetime Teaching Excellence Award selection committee nomination; Conflict of interest disclosures. Discussion ensued.

*A motion was made by Muir to approve the consent agenda. Seconded by Beck. Motion carried unanimously.*

5. **Richard E. Vatz Persuasion as Agenda-Spin Award**

A proposal for the Richard E. Vatz Persuasion as Agenda-Spin Award was considered by the Executive Committee. Discussion ensued.

*A motion was made by Dow to reject proposal with an invitation to revise. Seconded by Jackson. Motion carried unanimously.*

6. **Business Items**
   a. **New Policies Related to New Bylaws**
      i. The Committee on Committees will provide a slate to the Legislative Assembly for approval of the six Legislative Assembly directors identified in the NCA Bylaws Article III, Section 1, Subsection O. *A motion was made by Beck to approve the policy. Seconded by Jackson. Motion carried unanimously, to be forwarded to the Legislative Assembly.*
      ii. Individual members of the Legislative Assembly identified in Article 3, Section 1, Subsection 0, shall be ineligible to be reappointed in the same capacity for consecutive terms. Discussion ensued. The Executive Committee chose to edit the policy to read: “The unit and affiliate representatives identified in Article 3, Section 1, Subsection 0 shall be ineligible to be reappointed from the same unit for consecutive terms.” *A motion was made by Jackson to approve edited policy language. Seconded by Taylor. Motion carried by a vote of 4-3, to be forwarded to the Legislative Assembly.*
      iii. The Legislative Assembly may grant affiliate status to an organization whose objectives are consistent with those of NCA upon application and criteria established by the Executive Committee of the Legislative Assembly. *A motion was made by Beck to approve the policy. Seconded by Dow. Motion carried unanimously, to be forwarded to the Legislative Assembly.*
      iv. Policy language for Interest Groups was recommended by the Executive Committee to be approved by the Legislative Assembly which is consistent with current practice. *A motion was made by Beck. Seconded by Muir. Motion carried 6-1, to be forwarded to the Legislative Assembly.*
v. The Executive Committee was presented with policy language for the existence, purpose and structure of the Doctoral Education Committee (DEC). The Executive Committee recommended edits to the policy:

Doctoral Education Committee members shall typically be employed at a graduate doctoral program and selected with the intent of maintaining a Committee that is representative of graduate programs geographically, intellectually, and in other appropriate ways.

The Doctoral Education Committee shall consist of twelve members elected by the Legislative Assembly from a slate of candidates developed by the Committee on Committees. The Committee on Committees will consult with the Doctoral Education Committee during the selection process. Members shall serve for a term of three years. Terms shall be staggered, such that terms of four members shall expire each year. The chair shall be selected by DEC members from among those serving in his/her last year. The Research Council Chair and the Teaching and Learning Council Chair shall also serve on the committee as ex officio members.

A motion was made by Dow. Seconded by Beck. Motion carried unanimously, to be forwarded the Legislative Assembly.

vi. The Executive Committee was asked to approve governance terms policy consistent with current practice. A motion was made by Muir. Seconded by Jackson. Motion carried unanimously.

vii. The Executive Committee was asked to approve the following: The Editors of the official Journals of the Association shall be ineligible to succeed themselves. A motion was made by Dow. The motion did not carry.

viii. The Executive Committee was asked to approve policies of the Nominating Committee. The following are edits of the proposed policies:

- The Nominating Committee may receive and consider nominations from after the published deadlines and up until the first Monday in August if it believes doing so will further the purposes of the Association or its Affirmative Action Statement. (Note: Section 2B reads “NCA has the goal of fostering and promoting a diverse and inclusive organization.”)
  - Committee receives full list of potential nominees by the first Monday in August.
  - The completed slate of nominees is due into the NCA National Office no later than the first Tuesday in September.
  - The slate of nominees will be published to the membership on or before September 15.

- Second Vice President:
Nominees are required to submit a curriculum vita of no more than 15 pages, a statement of goals or vision for the Association, a letter of institutional support from a supervisor; and three letters of recommendation.

When the number of nominations is large, there should be an effort to narrow the field prior to the final decision making process. Replaced with: For the position of Second Vice President, the committee will forward a slate of two candidates.

- Elections and Campaigns
  - The election will be held the first Tuesday in January to the first Tuesday in February each year. Election winners shall begin their term of service on January 1.
  - To be eligible to vote in the election, a person must hold a current individual NCA membership of any type on January 1 of the election year.

A motion was made by Beck. Seconded by Jackson. Motion carried unanimously.

7. Discussion: Guidelines for Convention Reviews

The Executive Committee discussed the lack of feedback on rejected submissions. Possibilities include amending the presentation at the Program Planners Orientation and information included in reviewer’s letters.

The group adjourned for the day at 4:50 p.m.

The group reconvened on Saturday, September 16 at 8:30 a.m. Eastern time.

8. Public Statement Resolution Review

The Executive Committee reviewed current resolutions under routine review and new resolutions.

a. Current Resolutions under Review
   i. A Code of Professional Ethics for the Communication Scholar/Teacher
      1. All edits accepted with the exception:
         a. This code is intended to remind those in the discipline of accepted standards of ethical conduct and to serve at least three broad functions:
            2. A motion to approve and send to the Legislative Assembly was made by Jackson. Seconded by Dow. Motion carried unanimously.
   ii. Credo for Ethical Communication
      1. All edits accepted with the exception:
         a. We condemn communication that degrades individuals through distortion, intimidation, coercion, and violence or through the expression of intolerance and hatred.
2. A motion to approve and send to the Legislative Assembly was made by Dow. Seconded by Beck. Motion carried unanimously.

iii. Credo for Free and Responsible Communication in a Democratic Society
1. All edits accepted
2. A motion to approve and send to the Legislative Assembly was made by Muir. Seconded by Beck. Motion carried unanimously.

iv. High School Communication Education (Speaking, Listening, and Media Literacy) as a Graduation Requirement
1. All edits accepted with the exception:
   a. The National Communication Association supports the inclusion of communication education as an element of a primary school as a graduation requirement for the nation’s secondary schools and stresses the importance of using appropriately trained teachers to teach communication education.
2. A motion to approve and send to the Legislative Assembly was made by Muir. Seconded by Beck. Motion carried unanimously.

v. NCA Statement on Diversity
1. All edits accepted with the exception:
   a. NCA Statement on Diversity and Inclusion
   b. The NCA believes communication that promotes dialogue is the first, best, and only acceptable vehicle a critical resource to address social strife.
2. A motion to approve and send to the Legislative Assembly was made by Muir. Seconded by Beck. Motion carried unanimously.

vi. NCA Policy on Affirmative Action and Nondiscrimination
1. All edits accepted with the exception:
   a. Title: NCA Policy on Affirmative Action, Access, Equity and Nondiscrimination.
   2. A motion to approve with consideration of approval by Justin Boren, chair of the Affirmative Action and Intercaucus Committee by Muir. Seconded by Beck. Motion carried unanimously.

vii. Role of Communication Courses and Communication Faculty in General Education
1. All edits accepted with minor edits:
   a. The National Communication Association supports and defends the inclusion of an oral communication course or courses in college and university General Education Requirements and the instruction of that course or courses by faculty trained in the discipline of Communication.
   2. Further discussion should be had about multiculturalism in the introductory course and the common core.
   3. A motion to approve and send to the Legislative Assembly was made by Dow. Seconded by Beck. Motion carried unanimously.

b. New Resolutions
   i. Resolution Regarding Limits on Diversity and Inclusion. Enacted by the State of Texas
      1. Discussion ensued
      2. A motion to edit and resubmit to the Executive Committee electronically was made by Dow. Beck seconded. Motion carried by a vote of 6-0. Muir abstained.
   ii. Truthfulness and Use of Accurate and Reliable Facts as a Foundation of Ethical Communication
1. A motion to approve the Resolutions Committee rejection recommendation by Muir. Seconded by Dow. Motion carried unanimously.

9. Academic/Professional Funding Priorities

Trevor Parry-Giles presented the Executive Committee with the background for the current review of academic and professional funding priorities. Discussion ensued.

A motion to approve expenditures with the understanding they may be reviewed at any time was made by Taylor. Seconded by Dow. Motion carried unanimously.

10. Convention Slot Allocation

A proposal for providing the First Vice-President with an advisory document regarding allocation of slots to Interest Groups based on membership size and convention submission rates was discussed.

The group adjourned for a break at 10 a.m. and reconvened at 10:12 a.m.

11. Income Based Dues Structure

The National Office brought forth a proposal for an income-based dues structure. Discussion ensued.

One edition was offered, changing “Income Range” to “Individual Income Range.”

A motion to forward proposal to the Legislative Assembly by Muir. Seconded by Dow. Motion carried unanimously.

12. A Review of the “Annual Convention Model” and the Risks of Membership Boycott

Finance Board member Ron Shields, introduced a discussion on the possibility of rethinking the current model of an annual convention with alternate formats and convention models. Discussion ensued.

The group adjourned for a break at 11:05 a.m. and reconvened at 11:10 a.m.

13. Executive Session

Dr. Paage K. Turner resigned her position as Executive Director of the National Communication Association. The Executive Committee appointed Dr. Trevor Parry-Giles as Interim Executive Director.

14. Adjournment

With no further business, the meeting was adjourned.

Respectfully submitted,

Trevor Parry-Giles
Interim Executive Director
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.

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
February 9, 2018 Executive Committee Meeting Minutes

APPROVED - June 15, 2018

Minutes
National Communication Association
Executive Committee Meeting
February 9, 2018
College Park, Maryland

Participating in the meeting:

Ronald Jackson, President (presiding); Star Muir, First Vice President; Kent Ono, Second Vice President; Stephen J. Hartnett, Immediate Past President; Justin Boren, Diversity Council; Donnie Dow, Publications Council Chair; Mindy Fenske, Research Council Chair; Marnel Niles Goins, Finance Committee Member; Trevor Parry-Giles, Interim Executive Director (non-voting); Ronald Shields, Finance Committee Chair; Shannon VanHorn, Teaching and Learning Council Chair; National Office Staff: Justin Danowski, Governance Manager; Absent: Raymie McKerrow, Finance Committee Member.

1. Call to Order

President Jackson called the meeting to order at 1 p.m. Eastern time.

2. Announcements, Updates, and Reports

Hartnett provided an update on Internationalization and partnership with China.

Jackson provided an update on the feedback of the 2017 convention in Dallas, Texas.

Muir provided an update on the upcoming convention in Salt Lake City, Utah.

Parry-Giles provided an update on the National Office and the existence of two vacancies in leadership.

A motion was made by Muir to fill the At-Large Committee on Committees vacancy with Janie Harden Fritz from Duquesne University. Seconded by Boren. The motion carried unanimously.

A motion was made by Hartnett to request a letter of intent and vita from any member of the Convention Committee who wishes to be appointed chair by the EC. Discussion ensued. Muir seconded. Motion carried. The vacancy will be filled at the June EC meeting.

Parry-Giles brought to the attention of the EC a possible change in the EC meeting cycle. Discussion ensued. Proposal will be added to the June EC meeting.

Each member of the EC filled out their annual Conflict of Interest Policy and Disclosure Form.

3. Consent Agenda

The consent agenda included the following items: approval of the September 15-16, 2017 EC meeting minutes; approval of the November 16, 2017 EC meeting minutes; approval of the November 16 and 19, 2017 Legislative Assembly Meeting Minutes; conflict of interest disclosure forms. A motion was made by VanHorn to approve the consent agenda. Seconded by Hartnett.
4. Business Items.

a. Convention Fees for the 2018 convention in Salt Lake City, Utah
   i. Parry-Giles provided a summary of proposed convention registration fees for 2018. Discussion ensued. *Motion was made by Muir to approve the 2018 convention see with the amendment that for combined book exhibits, non-profit publishers will be charged a combined fee of $500 plus shipping costs. Discussion continued. Seconded by Ono. Motion carried.*

b. Membership Policies
   i. Parry-Giles provided a summary of the EC’s responsibility to reaffirm or change the policy manual in accordance to the new Bylaws. Discussion ensued. Muir proposed to add as a member benefit “Exclusive members only access to the membership directory.” Discussion continued. *Motion was made by Hartnett to approve the membership policies with amendment. Seconded by Muir. Motion carried.*

c. Affiliate Memorandum of Understanding Review
   i. Parry-Giles provided a summary of the MOU affiliate process. *A motion was made by Ono to approve the MOU with proposed changes. Seconded by Hartnett. Motion carried.*

d. Proposal: Richard E. Vatz Persuasion as Agenda-Spin Award (First submitted to the EC at the September 15, 2017 EC meeting)
   i. Parry-Giles and Hartnett provided an overview of the award and proposed revisions to the award. Discussion ensued. *Motion was made by Hartnett to reject proposed award. Seconded by Muir. Motion carried.*

e. Discussion Item: NCA Election Policies
   i. Parry-Giles provided a summary of the current policy on NCA’s elections and campaigns. Discussion ensued.

f. Discussion Item: NCA Sexual Misconduct Policies
   i. Parry-Giles provided a summary of current sexual misconduct policies and asked the EC to consider NCA’s ethical responsibilities at the Convention and National Office. Discussion ensued.

g. NCA Policy Manual Revisions Regarding Finance and Funds
   i. Shields provided an overview and recommendation from the independent auditor. Parry-Giles provided an overview and of proposed changes to the policy manual. Discussion ensued. *Motion was made by Hartnett to approve proposed changes. Seconded by Fenske. Motion carried.*

h. Proposal: NCA Center for Community Collaboration and Change
   i. Jackson provided an overview of the proposed Center. Discussion ensued. Jackson will take EC points of discussion back to appointed taskforce where the proposal can be resubmitted to the EC at the June meeting.

5. Executive Session

The Executive Committee appointed Dr. Trevor Parry-Giles as Executive Director.
6. Adjournment

With no further business, the meeting was adjourned.

Respectfully submitted,

Trevor Parry-Giles
Executive Director
June 15, 2018 Executive Committee Meeting Minutes

Minutes
National Communication Association
Executive Committee Meeting
June 15, 2018
Washington, DC

Participating in the meeting:

Ronald Jackson, President (presiding); Star Muir, First Vice President; Kent Ono, Second Vice President; Stephen J. Hartnett, Immediate Past President; Justin Boren, Diversity Council Chair; Donnie Dow, Publications Council Chair; Mindy Fenske, Research Council Chair; Raymie McKerrow, Finance Committee Member; Marnel Niles Goins, Finance Committee Member; Trevor Parry-Giles, Executive Director (non-voting); Ronald Shields, Finance Committee Chair; Shannon VanHorn, Teaching and Learning Council Chair; National Office Staff: LaKesha Anderson, Director and Academic and Professional Affairs; Justin Danowski, Governance Manager; Wendy Fernando; Director of External Affairs and Publications.

1. Call to Order

President Jackson called the meeting to order at 8:30 a.m. Eastern time.

2. Announcements, Updates, and Reports

Parry-Giles provided an update on the logistics of future EC meetings, and the existence of a vacancy in leadership.

A motion was made by Muir to fill the Convention Committee Chair vacancy with Kenneth Laclan from the University of Connecticut. Seconded by Hartnett.

Fernando provided the EC with an update on social media and outreach; Jackson provided an update on the vision mapping exercise from the February leadership retreat; Muir provided an update on the upcoming convention; Ono provided an update on the selecting a theme for the 2019 convention; Hartnett provided an update on the Globalization taskforce; Boren provided an update on the code of conduct policy; Dow provided on appointing journal editors and the Taylor & Francis contract with NCA; Fenske provided updates from the Research Council and its convention panels and Mid-Career writing retreat; VanHorn provided an update on the Teaching and Learning Council; Parry-Giles provided an update on the National Office.

3. Consent Agenda

The consent agenda included the following items: approval of the February 9, 2018 EC meeting minutes; conflict of interest disclosures. A motion was made by Muir to approve the consent agenda. Seconded by Hartnett. Motion approved.

4. Business Items
   a. Journal Editor Nominations
      i. Jackson provided a summary of the proposed journal nominations. Discussion ensued. A motion was made by Muir to endorse the six nominees provided by the Publication Council. Dow seconded. Discussion continued. Motion failed.
5. Executive Session
   a. A motion was made by McKerrow to move the EC into Executive Session. VanHorn seconded. Motion carried.

   b. Journal Editor endorsements
      i. A motion was made by Muir to:
         1. Endorse
            a. Mia Consalvo – Critical Studies in Media Communication
            b. David H. Kahl – Communication Teacher
            c. Kathleen McConnell – Review of Communication
            d. Paul Schrodt – Communication Monographs
            e. Karrin Vasby – Quarterly Journal of Speech
         2. Not to endorse and send back to the Publications Council
            a. [Name Withheld] – Journal of International and Intercultural Communication
      ii. Seconded by Hartnett. Motion carried

   c. Distinguished Scholars
      i. A motion was made by McKerrow to:
         1. Endorse
            a. [Name Withheld]
            b. [Name Withheld]
         2. Not endorse
            a. [Name Withheld]
      ii. Seconded by Muir. Motion carried.

6. Business Items Continued
   a. Proposal: NCA Convention Anti-Harassment Policy
      i. Boren provided a summary on behalf of the Diversity Council. Discussion ensued.
      A motion was made by McKerrow to appoint Boren, Muir, and Parry-Giles to finalize a convention registration policy for the upcoming convention in Salt Lake City, Utah. Seconded by Hartnett. Motion carried.

The group adjourned for a break at 10:48 a.m. and reconvened at 10:58 a.m.

   b. Proposal: NCA Center for Community Collaboration and Change (Reconsideration)
      i. Jackson provided a summary on the behalf of the Center Task Force. Discussion ensued. Executive Committee suggested edits and recommendations will be given to the task force with proposal being resubmitted in September.

   c. Proposal: Richard E. Vatz Persuasion Award (Reconsideration)
      i. Parry-Giles provided a summary of the current award proposed by Dr. Vatz. Discussion ensued. A motion was made by Hartnett to reject proposed award. Fenske seconded. Motion carried.

   d. Proposal: NCA Video Series
      i. Jackson provided a brief history of the proposal. Fernando provided a summary of proposal. Discussion ensued. A motion was made by Muir to approve the video series. Seconded by McKerrow. Motion carried.
The group adjourned for lunch at 12:10 p.m. and reconvened at 1:08 p.m.

e. Proposal: NCA Support for Feminist Communication Scholarship Collection
   i. Parry-Giles provided a summary of the proposal. Discussion ensued. A motion was made by Muir to approve a one-time donation of $10,000. Seconded by Van Horn. Motion carried.

f. Proposal: New Division – Speech and Communication Anxieties Division
   i. Parry-Giles provided a summary of the new division. Discussion ensued. A motion was made by Hartnett not to endorse the formation of this interest group. Seconded by Dow. Motion carried. The proposed division is forwarded to the Legislative Assembly without Executive Committee endorsement.

g. Proposal: New Division – Communication and the Military Division
   i. Parry-Giles provided a summary of the new division. Discussion ensued. A motion was made by Hartnett to endorse the formation of this interest group. Seconded by Dow. Motion carried. The proposed division is forwarded to the Legislative Assembly with an endorsement from the Executive Committee.

h. Proposal: Addition of Free Interest Group Affiliation
   i. Parry-Giles provided a summary of changing the member benefit from three free interest groups to four. Discussion ensued. A motion was made by McKerrow to approve the proposal. Seconded by Shields. Motion failed.

i. Proposal: Change in Executive Committee Meeting Schedule
   i. Parry-Giles provided a summary of a new meeting schedule for the EC. Discussion ensued. A motion was made by Hartnett to approve the proposed changes. Seconded by Borne. Motion carried.

j. Proposal: Elimination of NCA Student Clubs
   i. Anderson provided a summary of the proposed elimination of NCA’s Student Clubs. Discussion ensued. A motion was made by Muir to reclassify NCA Student Clubs from a chartered group renewing on a yearly basis to a club with no benefits requiring a one-time payment of $100. Seconded by Hartnett. Motion carried.

7. Discussion Topics
      i. Parry-Giles provided a brief history of task forces and a current list of task forces. Discussion ensued.

b. NCA Policy Manual(s)
   i. Parry-Giles provided an update on NCA’s Policy and Procedure Manual. Discussion ensued. A motion was made by Dow adopting the changes to the mission statement. Seconded by Muir. Motion carried.

8. Adjournment

With no further business, the meeting was adjourned.

Respectfully submitted,
Trevor Parry-Giles
Executive Director
July 18, 2018 EC Teleconference Meeting Minutes

Approved - September 14, 2018

Minutes
National Communication Association
Executive Committee Teleconference Meeting
July 18, 2018

Participating in the meeting:

Ronald Jackson, President (presiding); Star Muir, First Vice President; Kent Ono, Second Vice President; Justin Boren, Diversity Council Chair; Donnie Dow, Publications Council Chair; Mindy Fenske, Research Council Chair; Marnel Niles Goins, Finance Committee Member; Trevor Parry-Giles, Executive Director (non-voting); Ronald Shields, Finance Committee Chair; Shannon VanHorn, Teaching and Learning Council Chair; National Office Staff: Justin Danowski, Governance Manager; Wendy Fernando; Director of External Affairs and Publications. Nor present: Stephen J. Hartnett, Immediate Past President; Raymie McKerrow, Finance Committee Member.

1. Call to Order

President Jackson called the meeting to order at 3:30 p.m. Eastern time.

2. Discussion Topic
   a. Diversity & Inclusivity – NCA Journal Editors; Distinguished Scholars
      i. Jackson provided a summary of an online petition addressed but not formally submitted to members of the Executive Committee and signed by NCA members. Discussion ensued.

3. Business Items
   b. Funding Proposal – NCA Black Caucus
      i. Jackson provided a summary of a proposal from the Black Caucus for $15,600 to produce a video to celebrate its 50th anniversary. Discussion ended. The EC unanimously voted to approve the funds.
   c. Reconsideration of Distinguished Scholar Endorsements
      i. Ono asked the committee to reconsider the EC’s endorsement decision of Distinguished Scholars from the June meeting. Discussion ensued. A motion was made by Ono to endorse:
         1. Wayne Beach
         2. James Price Dillard
         3. Mary Anne Fitzpatrick
         Seconded by Fenske. Motion Carried

4. Adjournment

With no further business, the meeting was adjourned at 4:59 p.m.

Respectfully submitted,

Trevor Parry-Giles
Executive Director
September 14, 2018 Executive Committee Meeting Minutes

DRAFT

Minutes
National Communication Association
Executive Committee Meeting
September 14, 2018
Washington, DC

Participating in the meeting:
Ronald Jackson, President (presiding); Star Muir, First Vice President; Kent Ono, Second Vice President; Stephen J. Hartnett, Immediate Past President; Justin Boren, Diversity Council Chair; Donnie Dow, Publications Council Chair; Raymie McKerrow, Finance Committee Member; Marnel Niles Goins, Finance Committee Member; Trevor Parry-Giles, Executive Director (non-voting); Ronald Shields, Finance Committee Chair; Shannon VanHorn, Teaching and Learning Council Chair; National Office Staff: LaKesha Anderson, Director and Academic and Professional Affairs; Justin Danowski, Governance Manager; Wendy Fernando; Director of External Affairs and Publications. Not Present: Mindy Fenske, Research Council Chair.

1. Call to Order
President Jackson called the meeting to order at 8:31 a.m. Eastern time.

2. Announcements, Updates, and Reports
Jackson asked the EC for a moment of silence for the passing of Robert DeChaine and Lyndrey A. Niles. Officers and council chairs provided a summary of their EC report.

3. Consent Agenda
The consent agenda included the following items: approval of the June 15, 2018 EC meeting minutes; July 2, 2018 Legislative Assembly ballot vote report; July 18, 2018 EC conference call meeting minutes; Wallace A. Bacon Lifetime Teaching Excellence Award Selection Committee Nomination; Conflict of interest disclosures. A motion was made by Muir to approve the consent agenda. Seconded by Hartnett. Motion carried.

4. Business Items
a. 2019 Budget
   i. Shields provided a summary of the 2019 budget. Discussion ensued. A motion was made by Muir to approve the 2019 budget. Seconded by Hartnett. Motion carried.

b. Annual Fund Elimination
   i. Parry-Giles provided a summary of the proposal to eliminate the Annual Fund. Discussion ensued. A motion was made by Hartnett to eliminate the Annual Fund. Seconded by McKerrow. Discussion continued. Hartnett rescinded the previous motion. McKerrow Seconded. The EC tasked the National Office with renaming the Annual Fund and redefining the purpose of donating to the fund. The National Office will update the EC at the November meeting.

c. Election Timing
   i. Parry-Giles provided a summary of the proposal to changing the NCA election date. Discussion ensued. A motion was made by Hartnett to approve the proposed
change of election date with the amendment that the 2019 Nominating Committee would not fill the slate for 2nd Vice President allowing for the elimination of 2nd Vice President Elect in future NCA elections. Seconded by VanHorn. Motion carried.

d. New Interest Group: The Chinese Communication Studies Division
   i. Parry-Giles provided a summary of the proposed interest group. Discussion ensued. A motion was made by Hartnett to endorse the formation of this interest group. Seconded by Muir. Motion carried.

e. Bylaws Revision, Article V, Section 7
   i. Parry-Giles provided a summary of the proposed bylaws revision. Discussion ensued. A motion was made by Ono to endorse the bylaws change and forward the proposal to the Legislative Assembly. Seconded by Muir. Motion carried.

5. Discussion Items
   a. Editor Diversity Petition
      i. Jackson provided a summary of the petition and asked the EC to discuss possible responses and whether any actions should be taken. Boren spoke on behalf of the Diversity Council. Discussion ensued.
         1. A motion was made by McKerrow to:
            a. Endorse a change in the bylaws to remove NCA journal editors from the Legislative Assembly
            b. Endorse a change in the bylaws to rename the Committee on Committees to the Leadership Development Committee
      2. Seconded by Hartnett. Motion carried.
      3. A motion was made by Ono to task the National Office in writing a letter to Distinguished Scholars in the hopes of working collaboratively in making the DS nomination and election process more inclusive. Seconded by McKerrow. Motion Carried.

The group adjourned for lunch at 12:10 p.m. and reconvened at 1:10 p.m.

b. Task Force Reports
   i. Hartnett provided a summary on the NCA Task force on Fostering International Collaborations in the Age of Globalization. Discussion ensued. The EC tasked the National Office with creating a policy proposal, for the creation and dissolution of any future task force, for the November EC meeting. The proposal will include:
      1. Guidelines for constructing a new task force with previous best practices
      2. How a task force is approved
      3. Allow a “pipeline” for newer NCA members wanting to volunteer in leadership positions.
      4. Distinguish the difference between:
         a. Task force
            i. Initiative task force
            ii. As need arises task force
         b. Working group
   ii. Task Force on NCA’s Commitment to Diversity and Inclusion in Convention Planning and Site Selection
      1. Jackson provided a summary on the work of the task force. Discussion ensued. The EC tasked Parry-Giles and Jackson with drafting a letter to the task force clarifying what NCA already does in relation to the
recommendations of the task force and conveying to the task force established practices in convention site selection.

c. Resolution Review: NCA Statement on Diversity, Equity, and Inclusion
   i. Boren provided a summary of the proposed edits to the statement which has been submitted to the Resolutions Committee for recommendation to the Legislative Assembly. The EC provided Boren with edits for the Diversity Council to consider. The Diversity Council will consider the edits and re-submit the statement to the Resolutions Committee for recommendation to the Legislative Assembly.

6. Business Items Continued
   a. Proposal: Funding for Internationalization Efforts
      i. Hartnett provided a summary of the proposal. Discussion ensued. Shields provided the recommendation of the Finance Committee:
         1. Approve $30,000 annually with no money allocated towards a stipend. The National Office would oversee the logistics
         2. Approve $35,000 annually with funds being sent directly to the University of Colorado, Denver where the institution will handle the logistics
      ii. Discussion continued
         iii. A motion was made by Muir to approve the Finance Committee’s second recommendation. Seconded by Dow. Motion carried.
   b. Proposal: Center for Communication, Community Collaboration, and Change
      i. Jackson provided a summary of the proposal. Discussion ensued. Shields provided the recommendation of the Finance Committee:
         1. Approve $55,000 annually for a three-year trial period with the following conditions:
            a. Finding a host institution
            b. Viable escape clauses for both NCA and institution
            c. A detailed listing of all indirect costs
            d. No funds allocated towards course buyouts and director stipends
         2. Discussion continued
         3. A motion was made by Muir to approve the Finance Committee’s recommendation. Seconded by Dow. Motion failed due to lack of a majority.

7. Adjournment

With no further business, the meeting was adjourned.

Respectfully submitted,

Trevor Parry-Giles
Executive Director
November 15 and 18, 2017 Legislative Assembly Meeting Minutes

APPROVED - February 9, 2018

Minutes
National Communication Association
Legislative Assembly Meeting
November 15 and 18, 2017
Dallas, Texas

Presiding: Stephen Hartnett, President
Parliamentarian: Barry Poyner
Recording: Trevor Parry-Giles, Interim Executive Director

INTRODUCTORY BUSINESS

Call to Order: President Hartnett called the 2017 Legislative Assembly (LA) meeting to order at 12:02 p.m. Central time on Wednesday, November 15.

Preliminary Announcements: President Hartnett announced the Executive Committee of the LA approved a proposal to convert members-only content to open content on the NCA website.

Introductions: Members of the LA were asked to introduce themselves by name and the group represented.

Credentials Report: First Vice President Ronald L. Jackson II announced that at 12:21 p.m., 145 delegates were registered from the 185 members of the LA.1 A motion was made that the roll of delegates submitted be the official roll of the voting members of the assembly. Seconded. Motion carried.

Standing Rules: President Hartnett directed the body to the standing rules in the meeting binder. A motion was made to adopt the standing rules as presented. Seconded. Motion carried.

Agenda: President Beck directed attention to the proposed agenda. A motion was made to adopt the agenda. Seconded. Motion carried.

ANNOUNCEMENTS

The Legislative Assembly observed a moment of silence to honor those who have passed away during the past year.2

Trevor Parry-Giles provided a report from the National Office. Megan Dillow provided a report from the Educational Policies Board on behalf of Scott Myers, Mindy Fenske provided a report from the Research Board, Bonnie Dow provided a report from the Publications Board, Justin Danowski presented the report of

1 Please see Appendix A of the online minutes (www.natcom.org) for the full list of meeting attendees on Wednesday, November 15
the 2017 Nominating Committee on behalf of Navita Cumming James.³ Both of the candidates for Second Vice-President (David McMahan and Brad Mello) addressed the Assembly.

BUSINESS

Nominations for the 2018 Committee on Committees: The LA was asked for nominations for two positions on the 2018 Committee on Committees. Megan Dillow, Janie Harden Fritz, Lee Pierce. Ballots were submitted, and the President said that the results would be announced on Saturday.

Financial Reports: President Hartnett introduced Finance Board Director Orlando Taylor to present the financial reports. Taylor talked about the association’s financial status from FY 16-17. He informed the LA that NCA received an unqualified opinion on its independent audit, which means its financial statements present fairly its financial position as of the fiscal year’s end and the results of its operations for the fiscal year are in accordance with generally accepted accounting principles. He then talked about the implications of NCA’s statements of financial position and cash flow. Taylor also referred the LA to the line-by-line comparison of the FY16-17 budget to actual revenue and expense, which was included in the meeting materials and shows that the association ended the year with a small operating budget surplus. A motion was made by the Finance Board to adopt the FY16-17 audit report. Discussion ensued. Motion carried.

Taylor then introduced a proposal for a six-month operating budget from July 1 – December 31. A motion was made by the Finance Board to adopt the six-month operating budget. Motion Carried.

Taylor then introduced a proposal for a calendar year operating budget for 2018. A motion was made by the Finance Board to adopt the calendar year operating budget for 2018. Discussion ensued. Motion carried.

Public Statement Resolutions Review: President Hartnett introduced Resolutions Committee Chair Joseph Mazer to present the resolutions under review.

1. A Code of Professional Ethics for the Communication Scholar/Teacher
   a. Mazer summarized the statement. A motion was made by the Resolutions Committee to accept the resolution as revised. Motion carried.

2. Credo for Ethical Communication
   a. Mazer summarized the statement. A motion was made by the Resolutions Committee to accept the resolution as revised.
   b. Discussion ensued.
      i. Dana Cloud proposed an amendment to the revised statement.
         1. We condemn communication that degrades individuals and humanity through distortion, intimidation, coercion, and violence, and through the expression of intolerance and hatred. Discussion ensued.
            a. Michael Lechuga proposed an amendment to the amendment.
               i. “We condemn communication that degrades individuals and humanity through distortion,

³ Candidates for Second Vice President: David McMahan, Brad Mello; Candidates for Committee on Committees: Jane Jorgenson, Bree McEwan, Carey Marie Noland, Melissa Tafoya; Candidates for Legislative Assembly: Ariel Gratch, Susanne Jones, Kendra Knight, Lara Lengel, Lana McDonnell, Nicholas Zoffel.
intimidation, coercion, and violence. and through the expression of intolerance and hatred.”

ii. Discussion ensued. Proposed amendment to the amendment failed.

b. Kevin Johnson proposed an amendment to the amendment.
   i. “We condemn communication that degrades individuals and humanity through distortion, intimidation, coercion, and violence. and through the expression of intolerance and hatred.”
   ii. Discussion ensued. Proposed amendment to the amendment failed.

2. Discussion continued. Proposed amendment failed.

c. Discussion continued. Motion carried.

3. Credo for Free and Responsible Communication in a Democratic Society
   a. Mazer summarized the statement. A motion was made by the Resolutions Committee to accept the resolution as revised.
   b. Discussion ensued.
      i. Ashley Mack proposed an amendment to the revised statement.
         1. WE DEDICATE ourselves fully to these principles, confident in the belief that reason and justice will ultimately prevail in a free marketplace of ideas.
         2. Discussion ensued. Proposed amendment passed.
      ii. An amendment was proposed to the revised statement.
         1. WE SUPPORT the proposition that a free society can absorb with equanimity speech which exceeds the boundaries of generally accepted beliefs and mores. that much good and little harm can ensue if we err on the side of freedom, whereas much harm and little good may follow if we err on the side of suppression.
         2. Discussion ensued. Proposed amendment passed.
      iii. Todd Sandel proposed an amendment to the revised statement
         1. WE BELIEVE that freedom of speech and assembly must hold a central position among America’s constitutional principles, and we express our determined support for the right of peaceful expression by any communicative means available.
            a. WE BELIEVE that freedom of speech and assembly are core principles, and we express our determined support for the right of peaceful expression by any communicative means available.
            2. Discussion ensued. Proposed amendment passed.
      c. Discussion continued. Motion carried.

Recess for ten minutes. Reconvened at 10:40 a.m.

4. High School Communication Education (Speaking, Listening, and Media Literacy) as a Graduation Requirement
a. Mazer summarized the statement. *A motion was made by the Resolutions Committee to accept the resolution as revised.*

b. Discussion ensued.
   i. Dakota Horn and Anna Wright proposed an amendment to the revised statement.
      1. To be included along with the original Proposed Revised Revision from June 2017: NCA will develop communication education resources and a strategy to promote these resources including curriculum development and implementation.

c. Discussion continued. *Motion carried.*

5. **NCA Statement on Diversity**
   a. Mazer summarized the statement. *A motion was made by the Resolutions Committee to accept the resolution as revised.*
   b. Discussion ensued.
      i. Nina Reich proposed an amendment to the revised statement.
         1. The NCA believes communication that promotes dialogue is the first, best, and only acceptable vehicle to address social strife.
      ii. Ronald Jackson II proposed an amendment to the revised statement.
   c. Discussion continued.
   d. *Motion was made to refer revised statement back to committee with amendments. Motion carried.*

6. **NCA Policy on Affirmative Action and Nondiscrimination**
   a. Mazer summarized the statement. A motion was made by the Resolutions Committee to accept the resolution as revised.
   b. *Motion carried.*

7. **Role of Communication Courses and Communication Faculty in General Education**
   a. Mazer summarized the statement. *A motion was made by the Resolutions Committee to accept the resolution as revised.*
   b. Discussion ensued
      i. Lee Pierce proposed an amendment to the revised statement.
         1. To be added to Proposed Revised Resolution: NCA further discourages the use of independent presentations or isolated speaking assignment to fulfill oral competency or general education requirements.
         2. Discussion ensued.
            a. An amendment was proposed to replace the first amendment.
The Pierce Amendment: NCA maintains that student delivery of oral presentations without rigorous training and evaluation by Communication faculty does not constitute Communication competency.

b. Discussion ensued. *Proposed amendment to the amendment passed.*

c. *Motion was made to refer revised statement back to committee with amendment. Motion carried.*

**New Resolutions:** Mazer introduced three new resolutions for LA consideration

8. **Resolution Regarding State Legislative Limits on Diversity and Inclusion**

a. President Hartnett recused himself from overseeing discussion since he is author of the statement.

b. Mazer summarized the statement. *A motion was made by the Resolutions Committee for the LA to accept the resolution.*

c. Discussion ensued.

i. An amendment was proposed to add to the proposed statement.

1. Therefore, be it also resolved that the NCA, our own body, not support in spirit and monetary forms, these very aforementioned state discriminatory actions by committing, moving forward, to offer viable, officially sanctioned alternatives.

2. Discussion ensued.

a. Ashley Mack proposed an amendment to the amendment.

i. Therefore, be it resolved that NCA will be committed, moving forward, to offering viable, officially sanctioned alternatives.

b. Discussion ensued. *Proposed amendment to the amendment failed.*


d. Discussion continued. *Motion carried.*

**Adjournment:** Hartnett adjourned the meeting at 4:02 p.m.

**Call to Order:** President Stephen Hartnett called the 2017 Legislative Assembly meeting to order at 8:02 a.m. on Saturday, November 18.

**Credentials Report:** First Vice President Ronald L. Jackson II announced that at 8:08 a.m. 120 delegates were registered from the 185 members of the LA.4 *A motion was made the roll of delegates submitted be the official roll of the voting members of this assembly. Seconded. Motion carried.*

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4 Please see Appendix B of the online minutes ([www.natcom.org](http://www.natcom.org)) for the full list of meeting attendees on Saturday, November 18.
**Special Recognition:** President Hartnett and former NCA President Carole Blair recognized members of the association who have provided significant service to NCA. Outgoing Executive Committee Members Christina Beck, Scott Myers and Orlando Taylor as well as outgoing editors John Hess and Katherine Miller. Presidential citations were given to Justin Boren, Navita Cummings James, and Roseann M. Mandziuk for exceptional service to NCA on the Working Group on NCA Diversity; Carolyn Calloway-Thomas and Qingwen Dong for exceptional service as Co-Chairs of NCA’s Task Force on Fostering International Collaborations in the Age of Globalization; Zhi Li and Patrick Shaou-Whea Dodge for exceptional service to NCA’s internationalization efforts by founding the biennial conference on “Communication, Media, and Governance in the Age of Globalization.”; Martin J. Medhurst for exceptional service to NCA’s intellectual community for his life-long commitment to scholarly excellence, free speech, and academic collegiality; The School of Communication at Chapman University for exceptional service to NCA as host of the Mid-Career Scholar’s Workshop; The School of Media & Communication at Bowling Green for exceptional service to NCA as host of the Doctoral Honors Seminar.

**Results from the Election of the 2018 Committee on Committee.** President Hartnett announced that Megan Dillow and Lee Pierce have been elected by the Legislative Assembly to serve on the 2018 Committee on Committees.

**New Resolutions: Continued**

9. **Truthfulness and Use of Accurate and Reliable Facts as a Foundation of Ethical Communication**
   a. Mazer summarized the statement. *A motion was made by the Resolutions Committee for the LA to reject the resolution.*
   b. Discussion ensued. *Motion carried.*

Hartnett called for a vote by the LA to add the following resolution to the agenda. *The LA approved the addition to the agenda by a simple majority vote.*

10. **Discontinuing the Use of Native American Logos, Mascots, and Nicknames in Sports**
    a. Mazer summarized the statement. *The Resolutions Committee forwarded the statement to the LA with no recommendation.*
    b. Discussion ensued.
       i. Casey Schmitt proposed an amendment to the proposed statement.
          1. *NOW, THEREFORE, BE IT RESOLVED, THAT THE NATIONAL COMMUNICATION ASSOCIATION call for discontinuing the use of Native American logos, mascots, and nicknames in sport by any group, company, or organization other than tribes themselves.*
          2. Remove “in Sport” from the title of the statement.
       ii. Discussion ensued. *Proposed amendment passed.*
    c. Discussion continued. *Statement was approved.*

President Hartnett recognized Justin Boren, Chair of the Affirmative Action and Intercaucus Committee, to speak on behalf of the AAIC. Boren recommended the LA consider passing the NCA Statement on Diversity with changes to the original recommendation by the Resolutions Committee instead of sending it back to committee. The title would be changed to “NCA Statement on Diversity, Equity, and Inclusion.” The 2018 Diversity Council (formerly the AAIC) will look further into amending the document in 2018 so that the words “Access” and “Justice” may be added to the document. *A motion was made to approve the resolution as amended. Motion carried.*
**Income-Based Dues Structure Proposal**: President Hartnett introduced Bonnie Dow who presented the LA with a proposed income-based dues structure. Discussion ensued. *A vote was taken on the proposal. The proposal passed.*

**Policy Changes/Revisions Related to Implementation of New Bylaws**: President Hartnett presented the LA with proposed policy changes needing LA approval. President Hartnett recognized Interim Executive Director Trevor Parry-Giles to explain the proposed revisions to the policy manual.

1. **LA Directors (Formally At-Large Members of the LA) Appointed by the Legislative Assembly.**
   a. Parry-Giles explained the policy revision.

2. **Appointed LA Directors Ineligibility to be Reappointed to the same position**
   a. Parry-Giles explained the policy revision.

3. **Affiliate Organizations**
   a. Parry-Giles explained the policy revision.

4. **Interest Groups**
   a. Parry-Giles explained the policy revision.
   b. Discussion ensued.
      i. Dana Cloud proposed an amendment to the proposal. *Cloud Amendment.*
         1. While interest groups of NCA may use its NCA funds and speech to support organizations, causes, and actions outside NCA…, (to be added at the beginning of the policy)
         2. Discussion ensued. *Amendment passed.*
   c. Discussion continued. A *motion was made to send the policy to legal representation. Motion carried.*

5. **Doctoral Education Committee (DEC)**
   a. Parry-Giles explained the policy revision.

**2017 Committee on Committees Report**: Committee Chair Christina Beck announced the slate of candidates nominated by the committee. *A motion was made by the Committee on Committees to adopt the slate of candidates as presented. Motion carried.*

**Adjournment**: President Hartnett adjourned the meeting at 9:48 a.m.
Legislative Assembly: Jessy Ohl and Alexis Johnson; Nominating Committee Chair: Rich West; Nominating Committee At-Large Member Elected by the LA: Jayne Cubbage; Nominating Committee for At-Large Positions: Jose Angel Maldonado, Nicole Files-Thompson, Kristen Everhart, Tracy Holden, John Nash, Tiara Na'puti, Melba Velez Ortiz, Erin Watley; Resolutions Committee: Denise Oles-Acevedo, Nicholas Zoffel; Resolutions Committee Extended Term: John Hooker, Helen Sterk; Resolutions Committee Chair: Leah Bryant; Convention Committee: Renee Dupree, Kenneth Lachlan; Teaching and Learning Council: Joseph P. Mazer, Susan Ward; Finance Committee: Raymie McKerrow; Publications Council: Cara Anne Finnegan, Tom Nakayama; Publication Council Chair-Elect: Kevin Barge; Research Council: Norah Dunbar, Tina Harris; Bernard J. Brommel Award Selection Committee: Andrew Ledbetter; Diamond Anniversary Book Award Selection Committee: Aisha Durham, Greg Wise; Donald P. Cushman Award Selection Committee: Kate Magsamen-Conrad, Kenneth Sibal; Douglas W. Ehninger Award Selection Committee: Lisa Corigan; Franklyn S. Haiman Award Selection Committee: Donna Pawlowski; Gerald R. Phillips Award Selection Committee: Stacy Smulowitz; Golden Anniversary Award Selection Committee: Donna Elkins, Kelly Happe, Lijiang Shen; Golder Anniversary Award Selection Committee Chair: Qingwen Dong; Karl R. Wallace Selection Committee: Karma R. Chavez; Leslie Irene Coger Award Selection Committee: Matthew Spangler; Lilla A. Heston Award Selection Committee: Alison Fisher Bodkin; Marcella E. Oberle Award Selection Committee: Jennifer Walton; Mark L. Knapp Award Selection Committee: Carol Bishop Mills, Amy Johnson; Mark L. Knapp Award Selection Committee Chair: Alan Sillars; Michael and Suzanne Osborn Award Selection Committee: Clover Backer-Brown; Professional Service Awards Selection Committee: Sarah Tracy, Timothy Sellnow, Sara Chudnovsky Weintraub; Professional Service Awards Selection Committee Chair: Sara Chudnovsky Weintraub; Stephen E. Lucas Award Selection Committee: Jeff Hall; Committee on International Discussion and Debate: Ruth Beerman; Doctoral Education Committee: Amber Basu, Christina Foust; Narissra Punyanunt-Carter, Maria Venetis; Leather Fund Trustee Committee: Marilyn Young.
Editor nominations for five journals were brought to the Legislative Assembly for endorsement with a voting deadline of June 29. These nominees were recommended by the Publications Council to the Executive Committee of the Legislative Assembly, and they were brought to the Legislative Assembly by their Executive Committee. These nominations are for editors to serve during the period of January 1, 2020 – December 31, 2022. Nominees:

<table>
<thead>
<tr>
<th>Publication</th>
<th>Editor Nominee</th>
</tr>
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<tbody>
<tr>
<td>Communication Monographs</td>
<td>Paul Schrodt</td>
</tr>
<tr>
<td>Communication Teacher</td>
<td>David Kahl</td>
</tr>
<tr>
<td>Critical Studies in Media Communication</td>
<td>Mia Consalvo</td>
</tr>
<tr>
<td>Quarterly Journal of Speech</td>
<td>Karrin Vasby Anderson</td>
</tr>
<tr>
<td>Review of Communication</td>
<td>Kathleen McConnell</td>
</tr>
</tbody>
</table>

In addition, the Legislative Assembly has endorsed the one-year extension of the following editorship to 12/31/2020.

<table>
<thead>
<tr>
<th>Publication</th>
<th>Editor Nominee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Journal of International and Intercultural Communication</td>
<td>Todd L. Sandel</td>
</tr>
</tbody>
</table>

The Legislative Assembly voted to endorse all these nominees

Respectfully Submitted,

Trevor Parry-Giles
Executive Director
President

Submitted by: Ronald L. Jackson II

There are four priorities that have principally occupied my time as NCA President between the June and September Executive Committee Meetings:

- Collaborating with the NCA Task Force on a Center for Communication Excellence.
- Connecting with the Task Force on NCA’s Commitment to Diversity and Inclusion in Convention Planning and Site Selection.
- Collaborating to launch the NCA Video Series (on animated communication concepts and featured communication scholars).
- Co-developing a response to the Petition on the “Lack of Diversity in NCA’s Journal Editorships and Editorial Boards.”
- Generating nominees for the Committee on Committees.
- Deciding the recipients of the Presidential Citations to be awarded at the 2018 NCA Legislative Assembly Meeting.

NCA Center Task Force

Just to recap the purpose of the Center, the principal aim of the proposed NCA Center for Community, Collaboration, and Change is to facilitate partnerships that create sustainable change for underrepresented and/or vulnerable communities through the production and application of communication-related scholarship and practice. Through its micro-grants funding of community based participatory research working with vulnerable populations, the Center aims to support and facilitate collaborative efforts that lead to measurable outcomes for its community partners.

The NCA Task Force on a Center for Communication Excellence met twice over the course of 2018. They completed a draft of a proposal that was circulated to the EC for consideration. Although enthusiastic about the crux of the proposed Center, the EC recommended a proposal redraft that would provide a less ambitious framework for a venture that requires a substantial upfront monetary commitment. In other words the logic of the EC’s recommendation was that a phased approach would allow an opportunity to demonstrate proof of concept while lessening the initial outlay of funding. Specifically, the recommendation to the Taskforce was to provide a phased plan where Phase One is clearly outlined and looks more like a small grants program accompanied by a boutique conference or summit. The proposal has been revised accordingly, with some additional revisions, and is presented in the September 2018 EC Meeting Packet.

NCA Task Force on NCA’s Commitment to Diversity and Inclusion in Convention Planning and Site Selection

The idea for this Taskforce was initiated from the floor of the 2017 Legislative Assemble meeting at the request of Dana Cloud. Subsequently I charged this Taskforce. Roseann Mandziuk served as chair, and its members are Michelle Rodino-Colocino, Mark Hopson, Tara Reed, Nina Reich, and Tom Socha. Kristin Yednock served as an ex-officio member of the committee representing the National Office.

The Taskforce had a deadline of providing a report with recommendations to the EC by August 2018, in time for the September EC meeting. The EC will consider the Taskforce’s recommendations and then decide next steps. The Taskforce will officially sunset at the Legislative Assembly meeting during the 2018 Annual Convention in Salt Lake City.
NCA Video Series

Wendy Fernando provided a follow-up report from the February 2018 retreat specifically related to the possibility of an animated video series. This idea emerged from that retreat during a visioning session. Wendy developed a proposal detailing how a video series might proceed. The EC unanimously approved the proposal during the June 2018 EC meeting, and subsequently I appointed two members to the Video Series Committee - Eletra Gilchrist-Petty and Shannon Vanhorn. I also serve on that committee, along with LaKesha Anderson, Wendy Fernando, Cynthia Nichols, Jenna Sauber, and Aaron Tuttle from the National Office.

The initial proposal suggested a total of six videos to launch the series. Three would be animated concept videos and three would be one-on-one interviews (at the upcoming convention) with selected scholars explaining a well-known theory or concept they have either developed or researched. The committee selected fake news, speech anxiety, and culture shock as the three concepts to be animated. The three scholars selected for the interviews were Sandra Petronio (online privacy management), Stephen Lucas (speech anxiety), and Brenda J. Allen (microaggressions and implicit bias). Since Brenda is not attending this year’s convention we have invited Mark Orbe instead, and he has agreed. We are still trying to confirm with Stephen Lucas. If for some reason we cannot do so we have another scholar in mind.

Petition on Lack of Diversity among Editors and Distinguished Scholars

The EC met via teleconference in mid-July to discuss this forthcoming petition, which we formally received in August. The petition had hundreds of signees. The petition basically reiterates the concerns outlined in a April 2018 article in Journal of Communication that was partially entitled #communicationsowhite. The principal concerns were that NCA’s Credo calls for inclusivity, and yet our editor selections and distinguished scholar selections do not reflect that same enthusiasm for inclusivity. In fact we have discovered that 7 out of 57 NCA journal editors in the last 10 years are people of color, and that (although very few have been nominated) only one person of color has been selected as a Distinguished Scholar since the inception of the award. We have work to do. I have reached out to Bernadette Calafell (the person from whom we received the petition) and had a productive conversation, and Kent Ono drafted a written response, which was edited by the elected officers. The response reflected the spirit of the EC discussion in mid-July. I sent that to Bernadette in mid-August. She indicated in a subsequent phone call that she circulated our response to the signees and posted it on Facebook and has received nothing but positive responses. Incidentally, I have agreed to serve on a panel at the upcoming convention related to this. It is also entitled #communicationsowhite, and will feature the authors of the article, and several other panelists including Publications Committee Director Bonnie Dow and Diversity Council Chair Justin Boren.

Generating Nominees for Committee on Committees

I consider one of my most significant tasks this year generating nominees for the various NCA committees. This is perhaps our one opportunity to think carefully about how we might facilitate greater volunteer leadership participation from our membership body. I am aware that some people may never step up unless asked. Some will think of it, but become hesitant because they are unsure of the process or generally feel unqualified. Still there are others who will read the call for nominations and immediately prepare their materials. I worked hard this year to reach the first two groups. I am especially mindful of being more inclusive. I have encouraged colleagues of all backgrounds to get their friends and colleagues involved to help us become an even better association. I was pleased to submit a list of more than twenty nominees, knowing that there are so many more that could be reached.

2018 Presidential Citations
Walid Afifi (for leadership of the NCA Center Taskforce)
Molefi Kete Asante (for exceptional social justice scholarship and activism w/in NCA and beyond)
Bernadette Calafell (for commitment to social justice w/in NCA and beyond)
Gina Castle Bell (for commitment to social justice w/in NCA and beyond)
James Chesebro (for sustained commitment to a vision of equity and inclusion w/in NCA and beyond)
Dana Cloud (for commitment to social justice w/in NCA and beyond)
Jack L. Daniel (for outstanding scholarship, activism chronicling the NCA Black Caucus)
Amber Johnson (for commitment to social justice w/in NCA and beyond)
Roseann Mandziuk (for leadership of the NCA Convention Taskforce)
Tara Reed (for commitment to facilitating NCA’s vision of equity and inclusion)
Waterhouse Family Institute for the Study of Communication and Society (for commitment to facilitating NCA’s vision of equity and inclusion)

…and one citation to each caucus

In Honor of the Founding Architects of NCA Caucuses Who Boldly Dedicated Themselves to an Inspiring Vision of Equity, Inclusion, and Social Justice within NCA
Asian/Pacific American Caucus
Black Caucus
Disability Issues Caucus
Caucus on Lesbian, Gay, Bisexual, Transgender and Queer Concerns
La Raza Caucus
Women’s Caucus
First Vice President

Submitted by: Star Muir

As First Vice President, I am working to polish our programming and provide an interesting and engaging set of experiences for our members in Salt Lake City.

The Opening Session is set to be a roundtable role-play, with Protagoras, Lincoln, Truth, Stanton and McLuhan having conversation about topics ranging from democratic protections against demagoguery, to treatment of the other, to the impact of social media on public discourse, to the qualities of a great nation. We are finalizing some details but everything is now in place.

The Carroll C. Arnold lecturer, Dr. Joshua Gunn, has identified a topic and title for his lecture: “Gunplay.” Taking up the scholarship on play, Dr. Gunn will discuss the pathology of play as it relates to gun violence and contemporary responses to gun violence by policymakers and the public.

Work on the Welcoming Reception as a “festival of memes” is being finalized. We have a contract with our performers for entertainment in the North Foyer of the Salt Palace. Work is almost finished on a meme quiz for member enjoyment.

I was able to fill my allocated First Vice President slots, supporting a range of request from the 50th anniversary of the Black Caucus to a field trip to the Paralympic facility to a double-length session on Language at Play.

The Task Force on Anti-Harassment at NCA-sponsored events is moving forward. Chaired by Kittie Grace of Hastings University and Brian Grewe of the University of Denver and Arapahoe Community College, the task force is slotted for two meetings in Salt Lake City, and will build on excellent work by the Diversity Council.

Apart from convention responsibilities, I have contributed to ongoing EC discussions and helped to draft responses on various identified issues.

Overall I am excited and only a little about the upcoming convention, and believe it will be both interesting and different.
Second Vice President

Submitted by: Kent Ono

Planning for 2019 NCA convention.

- Revised conference theme: “Communication for Survival.”
- Assembling conference planning team.
  - Arnold Lecturer: Lisa Flores
  - Scholar’s Office Hour: Tina Harris and Rona Halualani
  - Teachers on Teaching: Shannon Van Horn
  - GIFTS: Mariko Izumi
  - Scholar-To-Scholar: Tom Nakayama
  - Research in Progress: Patrice Buzzanell
  - Short Courses: Rich West
  - Preconferences/Seminars: Leandra Hernandez

- Special Panels
  - Communication and Driving While Brown or Black
  - Communication and Surviving Domestic and Sexual Violence
  - Communication and LGBTQ Adolescents Surviving
  - Communication and Surviving Disabilities
  - Communication and Surviving in the Anthropocene

- Ideas for conference:
  1. Invite ICA President to attend.
  2. Pronoun stickers
  3. Stickers/flowers/corsages/buttons for introducing self to five previously unknown members
  4. Land acknowledgement and indigenous peoples

The EC crafted a response to the letter about the diversity of NCA editors and Distinguished Scholars.
Immediate Past President

Submitted by: Stephen J. Hartnett

Globalization Task Force Work

The NCA Task Force on “Fostering International Collaborations in the Age of Globalization” will be wrapping up its work in December 2018—you can see all the relevant details in the Report I have submitted under separate cover.

The Second Biennial Conference on Communication, Media, and Governance in the Age of Globalization was a smashing success. Here is a quick snapshot of our work:

➢ Our call for participants via CRTNET resulted in 68 submissions in English (with a roughly equal number of submissions being handled in Chinese by our partners at CUC).
➢ We accepted 15 out of 68 submissions, for a 22 percent acceptance rate.
➢ In the “Green Public Spheres & Environmental Communication” track, we had four invited slots and accepted five submissions, making for nine NCA-based presenters.
➢ In the “Social Media & Mobile Communication” track, we had four invited slots and accepted five applicants, making for nine NCA-based presenters.
➢ In the “Global Health Inequalities & Communication Interventions” track we had four invited slots (but then two withdrew) and accepted five applicants, making for seven NCA-based participants.
➢ Alongside the 25 NCA-based scholar presentations noted above, CUC slotted 12 speakers, meaning we had 37 total presenters within our three “tracks.”
➢ We scheduled two separate sessions for graduate students, and these included 11 presentations.
➢ We arranged a poster session for graduate students, which included six additional presentations.
➢ Alongside the “tracks” and graduate student sessions, we arranged three Workshops: one led by NCA Executive Director Dr. Trevor Parry-Giles on publishing in western outlets, applying for graduate schools, and attending U.S.-based conferences; one led by Task Force member Dr. Stephen Croucher on research in internationalization; and one led by NCA EC member Dr. Ron Shields (filling in for absent Task Force member Dr. Paige Turner) on pedagogies in international education—these Workshops included another 15 presentations by NCA members either hand-picked by the conference organizers or selected via our public call.
➢ The conference opened with a plenary session featuring six speakers, including three NCA representatives: Drs. Phaedra Pezzullo, Mohan Dutta, and Guobin Yang. This major public event featured an audience of 200+ attendees, including Chinese media and top members of the Communist Party.
➢ And, we led a pre-conference workshop (the Thursday before the main conference), so that first-time China visitors would have an opportunity to discuss the tricky academic terrain in China; this included another 4 presentations by NCA members and drew 30 attendees.
➢ Total = 79 presentations of some sort over three days of meetings.
➢ In addition to our formal conference work, on the Thursday morning before the conference we organized a sightseeing tour to Tiananmen Square and the nearby Qianmen hutong, which included 18 participants + six student volunteers. A banquet-style lunch was provided for all participants by the CU Denver Department of Communication.
➢ The conference closed on Saturday night with an NCA-hosted reception held at the 2nd floor banquet room of the CUC Convention Center; this included 100+ attendees, free food and drinks, and much laughter.
Along with the formal conference events, a group of Task Force members met with the South Korean Press Arbitration Commission, which sent four delegates to meet with NCA for the first time.

These events were attended by representatives from America, China, New Zealand, Tibet, Taiwan, Macau, Pakistan, India, Singapore, Russia, and South Korea, and included scholars, journalists, students, and a contingent representing the International Affairs Office of the Communist Party of China (their version of the State Department).

Based on this successful event, NCA and CUC have agreed to run The Third Biennial Conference on Communication, Media, and Governance in the Age of Globalization, in June 2020, again at the CUC Convention Center in Beijing, China. Our intention is to repeat this event every other year, putting us back in Beijing in 2020, 2022, 2024, and so on.

While our work in Beijing was a success, members of the Task Force continued to cultivate ties to the Shenzhen University College of Media and Communications, with whom we met in Shenzhen in June. Based on that work, we are now planning “The Shenzhen Forum 2019”—you can see that full proposal under separate cover.

Community Colleges Connections Task Force Work

In the winter of 2017, I launched a second Task Force: “Community Colleges Connections,” which is chaired by Professor Nancy Willets of Cape Cod Community College. With a team of 15 members, the Task Force is charged with two tasks: 1) to gather as much data as possible about the status of communication as a discipline in our community colleges, including the health of communication and communication-related departments in our community colleges; and 2) based on this research, to then draft a list of proposals for how NCA can expand its support to those students, staff, and faculty working in communication and communication-related departments in community colleges. The Task Force met for a working session at the Dallas convention and is scheduled to be complete its work by the Salt Lake convention in 2018.

Other NCA Tasks

Current Commentary: Working with the National Office’s Wendy Fernando and LaKesha Anderson, and with colleague Dr. Jennifer Mercieca, the NCA’s new “Current Commentary” function (on the old Communication Currents tab of our website) continues to publish important works on timely matters. You can see the most recent postings at https://www.natcom.org/communication-currents. Our idea was to create a mechanism for delivering timely, peer-reviewed, information briefs and critical response papers. We hope such rapid-response documents will provide our members, our students, and the communities we serve with the communication-focused insights they require to make sense of what is happening in our democracy. Indeed, we envision these rapid-response articles providing NCA members, teachers, students, and service communities with short information briefs intended to help make sense of unfolding public events, while also advancing both our core values and our public profile as an organization.

Our original goal was to publish one new piece each week, but member participation has been slower than expected, so we are now reaching out individually to prospective authors and publishing roughly two pieces each month.

- I would love it if members of the EC helped to identify additional potential authors and/or volunteered to write essays for this site.
- As my leadership term comes to an end, we should discuss who will manage this new part of NCA’s work for and with members.
The Committee on Committees: Based upon feedback harvested at the Dallas convention, the CoC collectively edited our documents, seeking to make them more inclusive. That task has been completed and I believe our call for applicants is now stronger. As of August 20, we are well on our way to filling our slate of candidates, and have done so with an eye toward increasing diversity of our leadership (with that term understood in the broadest sense). This is one of those jobs where you cannot imagine how much work it is until you dive into it . . . But thankfully we have Justin Danowski keeping us organized and on track!

American Council of Learned Societies: At our winter leadership retreat, the Research Council appointed me to serve as the NCA’s liaison with the ACLS. Since then, I have been elected to serve on the ACLS’s governing council and its Executive Committee of Delegates. Beginning with the next round of ACLS meetings in New York City (September 25 and 26), I hope both to represent NCA’s interests at the ACLS and to use the connections made there to help further the kinds of intellectual connections and grant-seeking opportunities that will help advance our discipline. Special kudos to Wendy Fernando, who took my place at the ACLS meetings in April, which I missed due to prior scheduling arrangements.

Finally, in closing:
- Thanks to Dr. Trevor Parry-Giles for his excellent leadership as our Executive Director!
- And thanks to everyone on the EC and in the National Office for their exceptional work in support of NCA’s mission and its daily management.
National Office

Submitted by: Trevor Parry-Giles, Executive Director

This report summarizes many of the activities of NCA’s National Office since the 103rd Annual Convention in Dallas. As you know, this period involved some transitions in the office; overall, the staff has doggedly and dedicatedly pursued their work on behalf of NCA and its members while patiently adapting to the changes around them. I continue to value and recognize the committed professionals working in the National Office—I cannot commend them enough to you.

Academic & Professional Affairs

In January, Parry-Giles attended a strategy session on association responses to increases in adjunct hiring in higher education. The session was held at the American Historical Association’s annual convention, meeting in Washington, DC, and included representatives from several large academic associations and learned societies, including MLA, AHA, ASA, AAC&U, and others.

In February, Trevor Parry-Giles was invited to and attended a two-day workshop entitled “Support Systems for Scientists’ Communication and Engagement: Societies and Professional Organizations,” sponsored by the Kavli Foundation, the Gordon & Betty Moore Foundation, the David & Lucile Packard Foundation, and the Rita Allen Foundation. The goal of the workshop was to explore how to ensure scientists’ communication and engagement support is effective and sustained. NCA was the only Communication association invited to the workshop.

In March, several members of the national office staff joined disciplinary representatives at the annual conference and advocacy days of the National Humanities Alliance. The meetings included a speech from the new Chair of the National Endowment for the Humanities, panel sessions on the role and influence of the humanities, and meetings on Capitol Hill with staffers and members to advocate for humanities funding. Surprisingly, funding for NEH in the comprehensive spending bill passed in March increased by $3 million.

In April, staff members attended the annual meeting and advocacy days sponsored by the Consortium of Social Science Associations (COSSA)—NCA is a governing member of COSSA. Parry-Giles moderated a plenary panel entitled “Post Truth: Communicating Facts, Not Fiction” that featured Communication scholar Melanie Green (University at Buffalo) and others. Other sessions focused on the role and power of the social sciences; participants also advocated on Capitol Hill for sustained social science funding.

In April, Wendy Fernando attended the annual meeting of the American Council of Learned Societies in Philadelphia on behalf of the national office. This meeting is normally attended by NCA’s Executive Director, the NCA President, and NCA’s appointed delegate—conflicts prevented their attendance this year. Even in absentia, NCA’s delegate (Stephen Hartnett) was elected to the ACLS Executive Committee of the Delegates. Next year’s meeting is April 25-27 in New York City. See the attached ACLS report on Learned Societies by the Numbers.

In February and April, staff members attended all of the regional Communication conferences. As usual, NCA exhibited materials and events in each regional exhibit hall and sponsored a panel that, this year, highlighted a particular aspect of NCA’s programming (e.g., LOCs, Data about the Discipline). Except for SSCA (where no one attended the NCA panel), participation at the NCA panels increased from previous years, with over twenty in attendance at WSCA, and approximately ten in attendance at both CSCA and ECA. And the national office continues NCA’s LPH outreach to the regional undergraduate conferences.
In April, NCA sponsored and hosted a public program entitled “(Mis)communicating Science.” The program addressed the role of media and news in spreading misinformation about science, which can affect the public’s attitudes and behaviors about topics such as climate change and the environment, health and medicine, and more. Our co-sponsor was the Masters in Communication Program at Johns Hopkins University; the panel featured Katherine Rowan (George Mason University), Laura Lindenfeld (Director of the Alan Alda Center at Stony Brook University), Nsikan Akpan (Digital Science Producer, PBS Newshour), Kasha Patel (Science Stand-up Comic; NASA Science Writer), Aaron Huertas (Science/Political Consultant), and Sheril Kirshenbaum (Executive Director, ScienceDebate). NCA’s LaKesha Anderson moderated the public program and approximately 100 people attended the event, which was also livestreamed and videotaped.

In May, NCA member Norah Dunbar (University of California-Santa Barbara) represented NCA at the annual Capitol Hill Exhibition sponsored by the Coalition for National Science Funding. Dunbar discussed her NSF-funded research on deception detection with NSF officials, Capitol Hill staffers, and three actual Members of Congress.

In July, NCA sponsored the annual “Institute for Faculty Development,” otherwise known as the “Hope” conference. The 2018 conference was held at Denison University in Granville, OH from July 22-28. Faculty seminars included “This Ain’t Your Grandparent’s Research Methods: Holistic Research for 21st Century Problems and Issues,” led by Christine S. Davis (University of North Carolina at Charlotte); “Communicating about Taboo Topics,” led by Mark P. Orbe (Western Michigan University); “Communicating Positive Deviance for Social Change,” led by Arvind Singhal (University of Texas at El Paso); “Gender Matters in Contemporary News Media,” led by Linda Steiner (University of Maryland); “Critical Interpersonal and Family Communication,” led by Elizabeth A. Suter (University of Denver); and “Inventing a Rhetoric of (Black) Suffering,” led by Eric King Watts (University of North Carolina). Patrice Buzzanell, Chair of Communication at the University of South Florida, served as the 2018 Scholar-in-Residence. There were forty-four participants from seventeen states, Japan, and Canada.

Also in July, NCA sponsored the annual Doctoral Honors Seminar. The host for 2018 was Vanderbilt University’s Department of Communication Studies. The theme of the 2018 DHS is “Communicating Intersections” and faculty leaders included Carlos Alemán (James Madison University), Jiyeon Kang (University of Iowa), Claire Sisco King (Vanderbilt), Kate Magsamen-Conrad (University of Iowa), Roopali Mukherjee (Queens College), Cindy Koenig Richards (Willamette University), Paul Stob (Vanderbilt), Dave Tell (University of Kansas), and Steven Wilson (University of South Florida). Parry-Giles attended the seminar and conducted a workshop on professionalization and career readiness.

In July, NCA (under the auspices of the Research Council) sponsored the second Mid-Career Scholars’ Writing Retreat. Hosted by the Department of Communication at the University of Illinois, the retreat was aimed at providing associate professors with an intensive writing/research experience to motivate them toward promotion. Mentoring was provided by Cara Finnegan (University of Illinois) and Patrice Buzzanell (University of South Florida).

In September, NCA sponsored a public program entitled “The Art of Communicating Science,” hosted by the University of Colorado-Denver’s Department of Communication. The program focused on the textual dynamics and social consequences of rhetoric on discussions and understandings of science. Panelists explored the ways in which rhetoric about science circulates culturally and influences broader public discussions about science, journalism, and politics. They included Leah Ceccarelli (University of Washington), Celeste Condit (University of Georgia), Robin Jensen (University of Utah), Lisa Keränen (University of Colorado-Denver), John Lynch (University of Cincinnati), and J. Blake Scott (University of Central Florida). The program was moderated by Bonnie Dow (Vanderbilt University).
NCA has issued several C-Briefs in 2018, including—“Graduate Teaching Assistant Stipends Vary by State,” and “The Status of Faculty Salaries,” “Communication Skills Necessary for Career Success,” “Employment Outlook for Communication Graduates,” and “Humanities Research Among Least Cited After Five Years.”

Convention

Operationally, convention planning went smoothly. There are 5,009 unique names in the convention programming; approximately 100 more unique names than appeared in the 2017 Dallas convention program. Registration rates is on par with recent years and ahead of the Dallas convention.

Despite considerable efforts by our convention and meetings staff, university press participation in the Exhibit Hall was minimal with only three university presses (Oxford, Michigan State, and Penn State) reserving exhibit booth space.

Finally, the Waterhouse Family Institute for the Study of Communication and Society has indicated an interest in continued sponsorship of events related to social justice, etc., at our national convention. We are currently in discussions with Waterhouse for a longer term, sustained sponsorship program; for the 104th Annual Convention, the WFIICS is sponsoring a session on “Environmental Justice in the American Southwest” on Friday evening.

External Affairs and Publications

In 2018, NCA has published four issues of Spectra. The March issue focused on “Freedom of Expression on Campus” and featured articles by Erwin Chemerinsky, David Henry, Dana Cloud, and Andrew Ledbetter, among others; the May issue centered on “Mentorship in the Communication Discipline” and featured articles by Kent Ono, Orlando Taylor, Bonnie Dow, Scott Myers; the September issue focused on “The Art and Science of Science Communication,” and featured articles by Laura Lindenfeld, Lisa Keranen, LaKesha Anderson, and Edward Maibach. The November issue addresses “What’s New in the Communication Classroom,” and features articles by Claire Procopio, Lynn Harter, Angela Hosek, Scott Titsworth, Jeffrey Kuznekoff, and Katherine Knobloch.

In 2018, NCA has published twenty-eight Communication Currents articles, including thirteen Current Commentary articles. Topics have included instructional communication, the rhetoric of Booker T. Washington, the media celebrity of Billy Graham, and the casualization of academic labor.

NCA’s social media presence continues to grow, and we recently began driving even greater engagement with responses to some of the comments people make to our posts and tweets. Over 9,200 individuals now “like” NCA’s Facebook page, and 9,195 follow us on Twitter. We crafted more than 1,000 unique Facebook posts in 2017. Approximately two-thirds of these shared Communication scholarship news coverage; the remaining third were NCA-related (posts about our convention, public programs, elections, etc.). The most popular post in 2017 highlighted an article about avoiding gender bias when writing reference letters for students. That post reached nearly 120,000 people, was shared more than 800 times, and drew over 3,000 “Likes.” The most popular post in 2018 thus far was about a LinkedIn survey reporting that the number one skill employees lack is interpersonal communication. The post reached more than 20,500 people, was shared 180 times, and drew nearly 650 likes and reactions (on Twitter, it received 42 likes, 45 retweets, and multiple comments). To see all of NCA’s social media activity, “like” us on Facebook at www.facebook.com/NationalCommunicationAssociation/ and follow us on Twitter at https://twitter.com/NatComm.
Since the beginning of 2018, NCA has put out eighteen press releases on a number of topics, both to boost earned media coverage about our members and their research and to communicate important association-related information. We use a two-pronged approach of direct, targeted outreach to specific journalists and broader distribution to mainstream outlets and beat reporters. This approach has proven successful; of the 19 releases issued in 2017, five releases drew at least some media coverage. Most recently, a press release highlighting findings from an NCA journal article about the impact of teacher antagonism on students’ test scores earned media coverage from several outlets, including Education Week, The 74, and Philly.com. To view all releases issued by NCA, visit the Press Room at www.natcom.org/press-room.

In February, NCA issued an action alert asking NCA members to write to Members of Congress, in partnership with the National Humanities Alliance. The alert encouraged opposition to President Trump’s FY2019 budget proposal, which called for the elimination of the National Endowment for the Humanities (NEH), the National Endowment for the Arts (NEA), the Department of Education’s International Education Programs, and other federally funded humanities and education programs. Also in February, NCA signed on to a letter cosigned by over 130 other scholarly and professional associations, encouraging funding for the National Science Foundation. In March, NCA issued a joint statement with several other learned societies to the University of Wisconsin-Stevens Point administration to reconsider elimination of several undergraduate majors.

In July, NCA signed-on to a letter issued by Representatives David Price (D-NC), Chellie Pingree (D-ME), and Leonard Lance’s (R-NJ) opposing the Grothman amendment that would have cut funding of the National Endowment for the Arts and the National Endowment for the Humanities by 15 percent. NCA also issued an action alert (working with our partners at the National Humanities Alliance) urging members to contact their representatives to oppose the Grothman Amendment. In June, NCA signed-on to a joint statement with dozens of leaders in American business, government, and education as well as other academic associations and colleges/universities to support “a national effort to strengthen language education.”

**Internal Operations and Administration**

We continue to spend time on the routine administrative functions of NCA such as physical plant, finance, human resources, and information technology.

- We have refurbished the national office’s conference room to improve the room’s usability in terms of seating, technology, and acoustics.
- We have overhauled the association’s financial and accounting processes and reduced the chart of accounts by approximately 60%.
- We have performed a full audit of our IT functions and will implement efficiencies upon the implementation of the new association management system (AMS).
- We have selected a new AMS and hope to have that in place by year’s end.
- We have added a new Privacy Policy and Terms of Use statement to the NCA website.
Learned Societies by the NUMBERS

A Survey of American Council of Learned Societies Members 2017
**Learned Society Revenue**

**Most Recent FY Annual Revenue**
- <1 million: 4%
- 1 million - $4.9 million: 26%
- 5 million - $10 million: 59%
- >$10 million: 11%

**Sources of Revenue**
- On average, 78% of revenue for learned societies comes from:
  1. Membership dues
  2. Conferences
  3. Publications

Over the past five years, revenue has increased for 72% of learned societies, remained the same for 20%, and decreased for 8%.

**Membership**

**Previous Year Membership**
- <1,000: 35%
- 1,000 - 2,499: 24%
- 2,500 - 6,000: 28%
- >6,000: 13%

**Previous Five Years Membership**
- Increased: 6-10%
- 1-5%
- No Change: +/- 1%
- 1-5%
- Decreased: 6-10%
- >10%

Over the past five years, membership has remained steady at +/- 5% for 62% of learned societies. Overall during this period, 42% experienced a membership increase and 32% experienced a decrease.
**Annual Convention**

**Most Recent Convention Attendance**
- <1,000: 11%
- 1,000-2,499: 28%
- 2,500-6,000: 22%
- >6,000: 39%

**Previous Five Years Convention Attendance**
- Increased: 6-10%
- No Change: +/-1%
- Decreased: 1-5%
- >10%

**Most Recent Convention Net Revenue**
- $0: 12%
- $1-199,999: 44%
- $100,000-$499,999: 21%
- >$500,000: 23%

Over the past five years, attendance at 87% of learned society meetings increased or remained steady, with 32% increasing by more than 10%.

**Publications**

**Number of Scholarly Journals**
- The vast majority of learned societies (73%) publish just one or two scholarly journals.

**Previous FY Publications Net Revenue**
- $0: 12%
- $1-199,999: 26%
- $100,000-$499,999: 55%
- >$500,000: 7%

80% of learned societies publish all or some of their journals in partnership with an external publisher.
WHO WORKS IN LEARNED SOCIETIES?

EXECUTIVE DIRECTOR

Full-time paid 65%
Part-time paid 20%
Part-time unpaid 15%

FOR THOSE SOCIETIES WITH A FULL-TIME EXECUTIVE DIRECTOR, median full-time staff is 10 (range 0–102) and median part-time staff is 2 (range 0–26). Societies with part-time Executive Directors have median 0 full-time staff (range 0–1) and median 1 part-time staff (range 0–5).

PARTICIPATING SOCIETIES

American Academy of Religion
American Anthropological Association
American Comparative Literature Association
American Economic Association
American Folklore Society
American Historical Association
American Musico logical Society
American Numismatic Society
American Oriental Society
American Philosophical Association
American Political Science Association
American Schools of Oriental Research
American Society for Aesthetics
American Society for Environmental History
American Society for Legal History
American Society of Church History
American Society of Comparative Law
American Sociological Association
American Studies Association
Archaeological Institute of America
Association for Jewish Studies
Association for Slavic, East European, and Eurasian Studies
Association for the Advancement of Baltic Studies
Association of American Law Schools
Dictionary Society of North America
Economic History Association
German Studies Association
History of Science Society
International Center of Medieval Art
Law and Society Association
Linguistic Society of America
Medieval Academy of America
Modern Language Association of America
National Communication Association
National Council of Teachers of English
National Council on Public History
North American Conference on British Studies
Oral History Association
Organization of American Historians
Rhetoric Society of America
Shakespeare Association of America
Sixteenth Century Society and Conference
Society for American Music
Society for Cinema and Media Studies
Society for Ethnomusicology
Society for Music Theory
Society for the History of Authorship, Reading and Publishing
Society of Architectural Historians
Society of Biblical Literature
Diversity Council

Submitted by: Justin Boren, Chair

There are four specific items that I would like to provide an update to the Executive Committee/Legislative Assembly:

1. Conference Student Travel Grant Program

As has been the tradition for many years, the Diversity Council has advertised the link to the conference student travel grant program. Individuals are eligible to apply to the program if they are registered as a student member in the association (and a student at the convention) and are a member of any of NCA’s caucuses. Applications are due online by September 14, 2018. Working closely with the National Office, the Diversity Council will determine the allocation of funds to each student with the goal of distributing as many grants as possible within the budget (and commensurate with level of convention involvement). I will deliver a more detailed report during the November Executive Committee meeting.

2. Convention Anti-Harassment Policy

I am pleased to report that the convention anti-harassment policy was successfully implemented in the manner that was discussed at our last executive committee meeting. I worked closely with First Vice President Muir and Executive Director Parry-Giles to get this completed and I wish to thank them both for their input during the process. Special thanks to the National Office staff for getting the website registration programming completed. I have already heard positive feedback about the required statement from members.

3. Response to Petition about Diversity in Editorships and Distinguished Scholars

The Diversity Council is prepared to work closely with the Publications Council in response to the petition discussed during our conference call. Members of the diversity council will engage in a discussion seeking actionable steps during both our council meeting and our panel program at the convention.

4. NCA’s Diversity Statement

During the 2017 Legislative Assembly meeting, the AAIC presented an updated (with minor changes) version of NCA’s Diversity Statement (as was required to meet the 5-year review policy for all NCA public statements). There were multiple suggestions from the floor of the LA to make changes to the policy and the policy was ultimately sent back to the AAIC without ratification. In order to ensure that NCA retained a policy, the AAIC presented a slightly modified version back to the LA on Saturday and indicated that the Diversity Council will take up more substantive changes to that policy. I am pleased to report that we have submitted a revised draft for review and hopeful ratification at the 2018 Legislative Assembly meeting. The major changes include sections on justice, equity, and access. The statement also begins with a short definition of diversity, “The National Communication Association defines diversity as a fair and just commitment to equity, access, and inclusion for all persons.” We believe that these changes will align the Statement on Diversity, Equity, and Inclusion with other association policies and documents.
Publications Council

Submitted by: Bonnie Dow, Chair

This report summarizes the activities of the Publications Council since the Legislative Assembly meeting in November 2017.

1. Pub Council appointments: Council members Patrice Buzzanell and Graham Bodie are rotating off the Council at the end of the year. The Pub Council is seeking two scholars to replace them. Strong candidates for each slot have confirmed that they plan to apply by the September 1 deadline.

2. Editor Appointments: In the July balloting of the Legislative Assembly, the following editor-elect nominees were approved:

   • Karrin Vasby Anderson (Colorado State), Quarterly Journal of Speech
   • Kevin Johnson (CSU, Long Beach), First Amendment Studies
   • Paul Schrodt (TCU), Communication Monographs
   • Mia Consalvo (Concordia, Montreal), Critical Studies in Media Communication
   • Kathleen McConnell (San José State), Review of Communication
   • David Kahl (Penn State-Erie), Communication Teacher

The Legislative Assembly also approved a one-year extension of Todd Sandel’s term as editor of Journal of International and Intercultural Communication, as the EC declined to approve the Council’s nominee at its June meeting, and the Council did not have another nominee that they wished to present. The Council will search for another editor elect for JIIC in 2018, to begin their term in 2020.

3. Other editorial transitions:

   • At the end of July, TPQ Editor-Elect Craig Gingrich Philbrook transitioned into full editing responsibilities for the journal, five months earlier than anticipated. He will complete the editing of the last two issues of TPQ for 2018. His own official term as editor begins in January 2019.
   • I am sad to report the passing of Communication and Critical/Cultural Studies editor Rob DeChaine, after a long battle with cancer. Editorial responsibilities for the journal have transitioned to editor-elect Greg Dickinson, who has been assisting Professor DeChaine for the last few months. We do not anticipate any interruption in the journal.
Research Council

Submitted by: Mindy Fenske, Chair

Mid-Career Scholar Writing Retreat (MCSWR) 2018

In July of 2018, the 2nd MCSWR was held at the University of Illinois and hosted on-site by John Caughlin. The NCA Mid-Career Scholars’ Writing Retreat (MCSWR) is designed to provide the opportunity for intensive writing time. The goal of the retreat is to support significant progress on the completion of an in-progress project that will help toward promotion to Full Professor. The MCSWR is specifically targeted to faculty who have been Associate Professor for at least 5 years. Professional mentoring was provided by Dr. Patrice Buzzanell (University of South Florida) and Dr. Cara Finnegan (University of Illinois at Urbana-Champaign). The event was an unqualified success. Participant feedback stated that the retreat was “transformational,” a “game-changer,” and provided the participants with “exactly the mid-career support” they had been searching for. Participants found renewed focus, energy and confidence in on-going projects and expressed a sincere hope that the retreat continue into the future.

Mid-Career Scholar Writing Retreat (MCSWR) 2017 update

Participants attending the June 2017 retreat have been sent a survey asking for updates regarding promotions, publications, etc. in order to build tracking and assessment data for the event.

Woolbert Award

The 2018 recipients of the Woolbert Award are Dr. Denise Haunani Solomon and Dr. Leanne Knobloch for “A model of relational turbulence: The role of intimacy, relational uncertainty, and interference from partners in appraisals of irritations,” published in 2004 in the Journal of Social and Personal Relationships.

NCA Annual Conference

In addition to the RC meeting, three panels have been programmed for Salt Lake City.

- Woolbert Award Panel: Celebrating Raka Shome and Radha S. Hegde (2017 recipients)
- NCA Mid-Career Writing Retreat Scholars: Discussing Progress and Advice for Other Mid-Career Faculty
- Pursuing Grant-Funded Research in Communication: Challenges and Opportunities across the Discipline (Presenter(s): Norah E. Dunbar, University of California, Santa Barbara; Gary L. Kreps, George Mason University; Kami J. Silk, Michigan State University; Marshall Scott Poole, University of Illinois; Noshir S. Contractor, Northwestern University; Kim Bissell, University of Alabama)
Teaching and Learning Council

Submitted by: Shannon VanHorn, Chair

We have recruited e-Tools through April 2019

- May: Panopto, Jessica Moore, Butler University
- June: Webs.com, Elizabeth Fish Hatfield, University of Houston – Downtown
- July: Trello, María Inés Marino, Florida International University
- August: Nearpod, Kelsey Moore, University of Kentucky
- September: Coggl, Mattea Garcia, Rollins College
- October: Twitter, Hayley Hoffman, University of Kentucky
- November: Perusall, Celeste Wells, Boston College
- December: HPReveal, Rebecca Dohrman, Maryville University
- January: Canva, Kristine Nicolini, University of Wisconsin-Oshkosh
- February: WebEx, Cerise L. Glen, University of North Carolina
- March: Kialo, Jeffrey Bile, Spalding University
- April: Pinterest, Karla Hunter, South Dakota State University

Invitations to participate in the Teachers on Teaching series have been extended to recipients of awards related to teaching from NCA, CSCA, ECA, WSCA and SSCA. These will be updated shortly.

We have been recruiting online activities to appear on the website. In addition, I placed a request in CRTNET. We hope to have this section completed before the national conference.

I have been looking at the Syllabi in the Syllabus section and e-mailing the authors to request from them to include the appropriate LOCs in the syllabus they submitted. This project is going slowly but surely.
**Communication and Critical/Cultural Studies**

**Submitted by:** Greg Dickinson, Editor, *Communication and Critical/Cultural Studies*

This report reflects the following time period: August 1, 2017 – July 31, 2018.

This report reflects the work of Rob DeChaine. Rob passed away on August 9, 2018. The forum I discuss below on race and criticism that will be published in the 4th issue of 2018 will be dedicated to Rob.

**MANUSCRIPT ACCEPTANCE/REJECTION RATE:**
1. Number of new manuscripts received during this period: 130
2. Number of revised manuscripts received during this period: 28
3. Total number of manuscripts accepted for publication: 15
4. Number of manuscripts returned for revision and resubmission: 25
5. Number of manuscripts rejected: 92
6. Acceptance rate: \[
\frac{(3)}{(1+2)} \times 9\%
\]

**EDITOR’S GOALS AND PROGRESS TOWARD MEETING THOSE GOALS:**
As I began to transition into my editorship, I set a goal of increasing the visibility of the journal in hopes of growing the readership and the number of submissions to the journal. With the help of my editorial assistant, Jordin Clark, we developed a Facebook strategy to publicize both current and older articles in the journal. On average, each post reaches 250 people and there is a 22% increase in article views after the article is featured on Facebook.

I am also hopeful of extending our internationalization. With the help of Raka Shome, we will publish a forum whose guiding theme is the intersections of communication, cultural studies, and transnationalism. The forum is planned for 2020. With the help of Giorgia Aiello, we plan to publish a forum on communication, cultural studies, and place in the European context in 2021.

I discuss additional efforts to meet diversity goals in the Diversity Efforts section below.

**STRENGTHS**
The journal continues to publish cutting edge communication essays using approaches from critical and cultural studies. Our social media efforts have emphasized the ways the critical approach enlivens our understanding of contemporary issues. Jordin has pointed our followers to essays that speak to the #metoo movement, for example.

**AREAS FOR IMPROVEMENT**
While our submission numbers have remained steady, we are struggling to get enough essays that meet the standards of the editorial board and the editor. We only accepted 8 original essays in 2016-2017 and 15 in 2017-2018. With Rob DeChaine’s passing I am not able to fully explore the reasons for these low numbers.

The social media campaign is one effort to address this. Jordin and I are making a habit of going to panels that we think might have papers that would work well for the journal and invite submissions. In fact, Jordin, Rob, and I commissioned a forum on race and criticism for the 4th issue of 2018 based on a panel at Rhetoric Society of America.

**DIVERSITY EFFORTS:**
I have commissioned three forums whose purpose is to diversify the journal across several concerns. Kent Ono is editing a forum to be published in 2019 reflecting on the past fifteen years of the journal and speculating about the next fifteen. He has invited a diverse group of early-career scholars to weigh in on this.
conversation. Two of the forums are explicitly international in scope. The first is tentatively entitled Doing Cultural Studies and Thinking Culture from the Global South edited by Raka Shome. The second will focus on urban communication in the European context. And we are publishing a forum on race and criticism in the final issue of 2018.

The hope with each of these forums is to build conversations that are more diverse within the journal and to encourage authors to submit scholarship addressing a wider range of issues.

I have used the development of these forums to diversify the editorial board. We have invited the participants from the 2019 and 2020 forums to join the editorial board which has diversified the board in terms of race, ethnicity, and nationality.
Communication Education

Submitted by: Deanna P. Dannels, Editor, Communication Education

This report reflects the following time period: August 1, 2017 – July 31, 2018.

MANUSCRIPT ACCEPTANCE/REJECTION RATE: ¹
(1) Number of new manuscripts received during this period: 171
(2) Number of revised manuscripts received during this period: 69
(3) Total number of manuscripts accepted for publication: 27
(4) Number of manuscripts returned for revision and resubmission: 61
(5) Number of manuscripts rejected: 145
(6) Acceptance rate: [(3) divided by (1+2)]: 11%

¹These data exclude 19 manuscripts invited as either reflections on the special issue or invited contributions to the Wicked Problems forum section.

EDITOR’S GOALS AND PROGRESS TOWARD MEETING THOSE GOALS:

Content development and growth goals: I have two key goals I’ve focused on during my first year (in addition to promoting and advancing quality scholarship in the field, which I see as a goal inherent to the editorship):

Broaden Readership and Engagement: One of my key goals is to encourage multidimensional scholarship on communication, teaching, and learning in ways that broadens readership and excites scholars to attend to timely issues in our discipline and in higher education.

Strategies for accomplishing this goal:

▪ Developing of social media presence for journal (Facebook/Twitter): I launched a social media presence for Communication Education and continue to refine strategies to engage more people with the work. Progress: social media accounts have been well received; goal is to double Twitter following and Facebook page like numbers this year.

▪ Communication campaign at NCA: I (and my consulting editors) have visited several interest groups at NCA (2017, 2018) to discuss my editorial vision and encourage submissions from those who might not see CE as an outlet. Progress: Measuring progress is difficult; I have yet to see significant regular submissions from multiple subfields although I will note that I have seen increased submissions from K12 scholars and critical communication pedagogy scholars.

Broaden Impact of Scholarship: A second goal I have is to advocate for the centrality and importance of our scholarship in contemporary conversations in higher education.

Strategies for accomplishing this goal:

▪ Wicked Problems forum: My forum section, “Wicked Problems: Imagining a New Landscape for Communication, Teaching, and Learning” is the primary place where I foster conversations about wicked problems in communication and higher education. Progress: For 2018, we incorporated forum topics that were relevant and timely, as evidenced by the number of views on the Communication Education website. The first four forums included the following:
  - Immigration and Higher Education (782 views total over 3 articles)
  - Freedom of Speech at Colleges and Universities (1874 views total over 3 articles)
  - Mental Health Stigma (1207 views total over 3 articles)
LGBT Bullying in K12 Education (375 views total over 3 articles, October issue just published at time of this report)

- Engage with the current “Teaching Matters” podcast (Ohio University) to spotlight pieces that could have a broader impact. Have had an initial conversation about this and will continue to pursue opportunities. ([https://www.npr.org/podcasts/514312608/teaching-matters](https://www.npr.org/podcasts/514312608/teaching-matters)).

**STRENGTHS**

**Breadth of Outreach:** Scholars and teachers nationwide are finding information in Communication Education relevant and useful. As an example, two key articles have been picked up by multiple news outlets:

- Instructor misbehaviors impede students’ cognitive learning: Testing the causal assumption (Goodboy & Bolkan, 2018)
- Fake news, phishing, and fraud: A call for research on digital media literacy education (Lee, 2018)

I expect, as we bolster and focus our social media campaign for next year, several other articles will have a broad outreach.

**Breadth of Author Expertise:** Through the forum section, I have intentionally focused on securing authors from other sub disciplines in order to broaden the readership of the journal. In the first year, we have authors from the following sub disciplines: interpersonal communication, rhetoric and public address, communication and law, health communication, public relations, and performance studies.

**Breadth of Scholarly Topics:** Although Communication Education is still attracting scholarship on more traditional teacher variables (e.g., immediacy, clarity, humor, etc.) on traditional populations (undergraduate students); there is increasingly a breadth of topics and contexts being addressed in the journal. For example, in the first year of my editorship, there have been articles focusing on topics such as student twitter use, heuristic decision making, and noncompliance with cell phone policies in the classroom; as well as populations including first-generation college students, adult learners in MOOCs, optics and photonics professionals, and pediatric residents.

**AREAS FOR IMPROVEMENT**

**Intellectual/Methodological Diversity:** In the past, Communication Education primarily published quantitative studies. Under my leadership, I have tried to encourage methodological diversity by inviting board members from different intellectual methodological paradigms and communicating to stakeholders that any methodological paradigm is welcome, as long as it meets standards of rigor and quality for that paradigm. Although intellectual/methodological diversity is a strength, it is not where I’d like it to be. I am starting to see a range of methodological submissions but there is more work to do in this area.

**Strategies for Improvement:** I am pursuing a new social media campaign to encourage authors (of all intellectual and methodological paradigms to re-post and re-tweet material about their work). The goal is to use our champions to get the word out, especially to those paradigms that do not traditionally see Communication Education as an outlet.

**DIVERSITY EFFORTS:**

**Editorial Board:** I have been mindful of creating and maintaining a diverse editorial board:

- While the review board is heavier in faculty from research driven or balanced institutions, it also has members from teaching-focused schools (approximately 65% from research institutions 45% from teaching-focused institutions).
- Gender balance: Women (55%); Men (45%).
- Racial diversity: Racial diversity is a bigger struggle, with only 3 scholars of color on the board. I would love to see an increase there.
- International diversity: There is only one international scholar on the board; I would like to change that, as well.

Authors: I have been intentional to encourage diversity in author participation, in particular related to the forum invitations. Volume 67 includes authors who represent various racial/ethnic backgrounds, immigrant statuses (native, immigrant; per disclosure in their public communication about their work), sexual orientations (LGBTQ; per disclosure in their public communication about their work), and genders (male, female, transgendered, binary; per disclosure in their public communication about their work);

I will continue to actively pursue editorial board members and potential authors who increase the diversity of representation in Communication Education.
Communication Monographs

Submitted by: Tamara D. Afifi, Editor, Communication Monographs

This report reflects the following time period: August 1, 2017 – July 31, 2018.

MANUSCRIPT ACCEPTANCE/REJECTION RATE:

1. Number of new manuscripts received during this period: 203
2. Number of revised manuscripts received during this period: 54
3. Total number of manuscripts accepted for publication: 26
4. Number of manuscripts returned for revision and resubmission: 47
5. Number of manuscripts rejected: 167
6. Acceptance rate: [(3) divided by (1+2)]: 10%

EDITOR’S GOALS AND PROGRESS TOWARD MEETING THOSE GOALS:

My goals to publish the best research have continued this past year. This has included research from a wide array of areas, including political communication, mass communication, organizational communication, intercultural communication, intergroup communication, interpersonal communication, family communication, and rhetorical field methods. I also received more stand-alone theoretical articles than the previous years. I rejected some of these pieces if they were more representative of “reviews of literature” than advancements or creation of theory. But, I have also published some theoretical pieces. During this last review period, my special issue on “Innovations in Research Methods and Analyses” was also published. One of the articles by Andrew Hayes has already become the second most read article in the history of Communication Monographs.

I have also broadened the editorial board and submissions to Communication Monographs. Throughout my editorship, I have asked continued to ask renowned scholars (late Assistant, Associate and Full) to join the board. I have also encouraged more international submissions. When the charge to adjust the aims of Communication Monographs was presented to me by the Publication Board, I encouraged them to broaden the aims to encourage more interdisciplinary and international work. My Editor’s Statement also includes a very direct appeal to interdisciplinary research.

To combat journal backlog and overuse of reviewers, I also desk reject manuscripts that have minimal to no chance of publication. When I receive a manuscript, I read it to determine its fit and the probability of it reaching publication. If I would never accept a manuscript for publication, even after extensive revisions and reviewer feedback, it is a waste of the author’s time and the reviewers’ time to send it out for review. When I desk reject a manuscript, I let the authors know within 24-36 hours so that they can send it out to another journal without delay. I also provide feedback about why I did not send it out for review and typically recommend alternative outlets.

One of my goals was also to raise the standards for manuscript submissions. I have continued to use the plagiarism checker. I also provide very thorough feedback as editor, in addition to the reviewers’ comments, in an effort to elevate the quality of the work that gets published. I also expect that the special issue on methods and statistics I published will raise the impact factor of the journal (which will come out next summer). This special issue also includes an array of different approaches, including quantitative,
qualitative, big data, and critical cultural approaches. Moreover, even though there is a lot of controversy surrounding impact factors, the impact factor for Communication Monographs went up from 1.2 in 2015 (under the previous editor) to 1.738 in 2016 and is now at 1.894 for 2017.

Finally, I continue to maintain a minimal publication lag. It is difficult to determine editor response time because of desk rejections, but I tend to get back to authors with a decision on original manuscripts within two months to two and a half months. I tend to not go longer than three months. Sometimes I go a few days over three months, but this is rare. Revised manuscripts have a faster response time because these manuscripts have already been screened and reviewers have already been selected.

STRENGTHS

Most of the strengths of the journal are reflected in the above section, but I see the strengths as the following:

1. I have an amazing editorial board comprised of many of best scholars in the discipline. My editorial board is also almost double the amount of scholars than the previous one. The credibility of the journal remains high in part because the bulk of the editorial board consists of senior scholars at premiere research institutions. I also added on a large number of high profile, late Assistant and Associate Professors because they tend to give more thorough and timely reviews and have better statistical knowledge than many Full Professors.

2. The special issue on innovative methods will hopefully have a sizeable, positive impact on the journal when it comes out.

3. I am extremely rigorous in my editorial practices and decisions, maintaining the very high standards of Communication Monographs. I continue to focus on significant contributions to knowledge and theory first and foremost, while pushing scholars to test their ideas in the best way possible. I also encourage work that is highly theoretical, innovative and socially meaningful. Above all else, the integrity of the journal is retained under my editorship.

AREAS FOR IMPROVEMENT

In my estimation, there are three primary areas of improvement for the journal. Please note that these are the same issues I reported on last year because I continue to believe they are the key issues:

1. Additional efforts need to be made to continue to increase the impact factor of the journal. I have raised this issue with the Publication Board. More help is needed from NCA and the publisher to enhance the visibility of the journal and the manuscripts published in it. The impact factors of NCA journals, in general, tend to be much lower than ICA. Much of this is due to the fact that the humanities tends to have low impact factors than the social sciences and it has nothing to do with the quality of the articles. But, I encourage NCA, the publisher, and the Publication Board to think of ways to increase the citations from our articles. For example, perhaps they can look at better ways to create open access or to create open access to the articles for a longer period of time, even more marketing of the articles through mainstream news outlets and social marketing, and encourage a broader readership.

2. The first point relates to this second point in that we need to encourage more international and interdisciplinary submissions. Communication Research, for example, gets twice the number of submissions as Communication Monographs. Why? The Journal of Communication has even more. The Publication Board might look into where the number of submissions in these other journals are coming from and how it is associated with impact factors. More efforts are necessary to broaden the different types and sources of submissions, including ways to reach international communication scholars.
3. I also encourage the publication board to look at the amount of support offered to the journal compared to other related journals (e.g., *Human Communication Research, Communication Research*). I have thoroughly enjoyed being Editor of the journal so far. If I were to do it over again, I probably would have Associate Editors who can help me make decisions on manuscripts that are out of my area of expertise. When I feel uncomfortable with a research area, I tend to secure an extra reviewer. But, our discipline has gone in the direction of having AEs. I believe additional support would be necessary to bring AEs on board. It might not be an option to provide more support (including more funds for editorial assistants if one is not offered by the hosts university), but I would encourage the board to examine the practices of other journals to compare them.

4. I think there needs to be greater diversity in the editorial board and the samples/work published in the journal. We should also directly discuss issues of race/ethnicity in our editorial board meetings at NCA. I address these issues below, in greater detail.

**DIVERSITY EFFORTS:**

Even though there is a significant amount of work to be done, several attempts at increasing diversity have been made.

1. I have published several critical cultural pieces this past year in the journal, in addition to the special issue. I also included two articles in my invited special issue on critical cultural methods in interpersonal communication and rhetorical field methods in an attempt to broaden scholars’ epistemological and methodological perspectives. In addition, I just accepted an article on black women’s microaggressions. I wish, however, that more of this work was submitted to *Communication Monographs*. I have reached out to individual authors, division leaders and spoken at business meetings at NCA in an effort to get more members from underrepresented backgrounds to submit their work. For example, I added Amber Johnson to my editorial board and have been encouraging her to submit her new critical cultural work to the journal. She indicated that she is submitting something next week. Most of the work that is published in Communication Monographs also includes community-based samples (which also reflects my editorial statement). This has made the samples more diverse in many respects. Perhaps also because of the use of platforms like mTurk instead of relying on college samples, the samples are more diverse than they were in the past. However, they aren’t diverse enough (by far). Much greater effort needs to happen to make our editorial board and work more inclusive (including my own efforts).

2. Along similar lines, approximately half of the editorial board members are women. The editorial board members are primarily Full Professors, but it also includes a number of Association Professors and upper Assistant Professors who have a proven and high profile track record. It also includes a combination of quantitative and qualitative scholars and a smaller number of critical cultural/rhetorical scholars. A major limitation of the editorial board is the lack of ethnic diversity. This is partly a reflection of the type of work submitted to *Communication Monographs* and the members in those sub-disciplines, but I also need to make more concerted attempts to recruit underrepresented faculty to be on the editorial board (or they will not publish in the journal). During this past year, I asked a couple of scholars of color who conduct research on ethnicity and critical cultural work to join the editorial board. But, the ethnicity of the editorial board continues to be predominantly White and should be much more diverse. Most of the editorial board members and authors also tend to reside in the United States. Even though there has been an increasing number of international submissions and I have continued to encourage this, including editorial board members from other countries would help increase the number of international submissions. Finally, I have encouraged the incoming Editor Elect (Paul Schrodt) to make his editorial board more ethnically and geographically diverse than prior editorial boards. This will make the editorial board
even larger, but it will hopefully increase the diversity of our submissions and samples. This wasn’t
an issue that we talked about when I became Editor (and when I originally created my editorial
board), but it should be something that is directly addressed in every editorial board meeting at NCA
(especially as the Editor Elects are about to create their editorial boards). We should also directly
discuss issues of racial bias (as editors and reviewers) in our editorial board meetings.
Communication Teacher

Submitted by: Deanna L. Fassett, Editor, Communication Teacher

This report reflects the following time period: August 1, 2017 – July 31, 2018.

MANUSCRIPT ACCEPTANCE/REJECTION RATE:
(1) Number of new manuscripts received during this period: 151
(2) Number of revised manuscripts received during this period: 21
(3) Total number of manuscripts accepted for publication: 50
(4) Number of manuscripts returned for revision and resubmission: 29
(5) Number of manuscripts rejected: 62
(6) Acceptance rate: [(3) divided by (1+2)]; 29%

EDITOR’S GOALS AND PROGRESS TOWARD MEETING THOSE GOALS:
My goals for this year entailed successful publication of our two special issues (one on critical communication pedagogy and another on trans-affirming gender communication), while still attracting and publishing useful, engaging content for communication teachers at all levels. As we approach the end of the year, I am also beginning to work with Editor-Elect Dave Kahl, Jr. and Associate Editor-Elect Kat Golsan on a smooth transition process.

STRENGTHS
This journal speaks directly to the practical needs of the communication teacher across an array of courses. We have been successful in receiving and publishing pieces that help educators respond directly to immediate social concerns.

AREAS FOR IMPROVEMENT
We should find ways to promote journal content more, both within and beyond NCA (and in particular to community college instructors).

DIVERSITY EFFORTS:
Our editorial team includes reviewers who identify along a broad array of cultural backgrounds (including underrepresented ethnicity, sexual orientation, and ability status), who study communication from multiple paradigmatic perspectives, and who work for different institutions (public and private, research and teaching, community colleges). I also approved and published two special issues that elicited content specifically addressing diversity and social justice in timely and relevant ways.
Critical Studies in Media Communication

Submitted by: Rob Brookey, Editor, Critical Studies in Media Communication

This report reflects the following time period: August 1, 2017 – July 31, 2018.

MANUSCRIPT ACCEPTANCE/REJECTION RATE:
1. Number of new manuscripts received during this period: 224
2. Number of revised manuscripts received during this period: 45
3. Total number of manuscripts accepted for publication: 73
4. Number of manuscripts returned for revision and resubmission: 29
5. Number of manuscripts rejected: 143
6. Acceptance rate: [(3) divided by (1+2)]: 27

EDITOR’S GOALS AND PROGRESS TOWARD MEETING THOSE GOALS:

In my previous report, I noted the unusually high acceptance rate of 38%. By July of this year I have been able to drop the rate down to 27% and have been able to lower it further since then. The acceptance rate is currently around 17%.

A special issue on ISIS edited by Mehdi Semati and Piotr Szpunar appeared in 35.1. This special issue has also been recently published as part of the NCA Studies in Communication Series.

STRENGTHS

In my previous report, I noted how CSMC has a general focus, while other media studies journals are more specialized. Fortunately, this focus has allowed me to include a variety of scholarship in the journal, engaging issues related to digital/social/mobile media, identity politics, political economy and journalism practice/education.

My first issue included a forum that represented a variety of viewpoints from scholars at different points in their careers. This issue included a critique of Trump’s Twitter feed authored by Brian Ott. Although this article only appeared online in December 2016, it now is the second most viewed article in the journal. I should also note that this publication has more than eight times the “Crossref” citations as the most viewed article in the journal. In addition, this article has been mentioned in The New York Times and by CNN. This one example of how the general focus of the journal can bring visibility to NCA and the discipline.

AREAS FOR IMPROVEMENT

Efforts to stabilize the submission and acceptance rates for the journal need to continue. I will consult with the incoming editor, Mia Consalvo, to offer her my suggestions. I am currently working aggressively to fill my final issues so that Mia is able to take over the general submission to the journal as soon as possible. My goal is to provide Mia with sufficient time to fill her first issue and still maintain a reasonable acceptance rate.

DIVERSITY EFFORTS:

As I noted in my previous report, I have tried to expand the diversity of the editorial board for CSMC. I have also tried to make sure the articles published reflect a variety of issues related to diversity, representation and political identity. I have also tried to include articles that look at these issues in a variety
of international contexts. For example, articles slated to appear in the 35.1 issue will included analyses of
gender in mediated texts from Romania and South Africa.
First Amendment Studies

Submitted by: Paul Siegel, Editor, First Amendment Studies

This report reflects the following time period: August 1, 2017 – July 31, 2018.

MANUSCRIPT ACCEPTANCE/REJECTION RATE:
(1) Number of new manuscripts received during this period: 20
(2) Number of revised manuscripts received during this period: 13
(3) Total number of manuscripts accepted for publication: 11
(4) Number of manuscripts returned for revision and resubmission: 14
(5) Number of manuscripts rejected: 2
(6) Acceptance rate: [(3) divided by (1+2)]—33%

EDITOR’S GOALS AND PROGRESS TOWARD MEETING THOSE GOALS:

Main goals for my entire tenure were to enhance awareness and credibility of the journal, and to increase submission numbers. I am not persuaded that my efforts produced fruitful results. Yes, we had substantially more submissions in this past year compared to my first two years, but we also experienced in this year the embarrassment of having insufficient submissions on time for the first of two issues in the volume, thus having to combine all submissions into a single volume that just hit the proverbial newsstands in September.

STRENGTHS

I continue to believe the major strength is the journal’s openness to subject matters not typically at home in the larger Taylor & Francis journal, Communication Law & Policy. Of the two journals, only FAS would publish a Special Issue on Trigger Warnings, or its follow-up special “section” on “creating safe spaces,” which consisted of two essays by professors who teach in Utah, where the state universities pretty much require that faculty be ready to provide students with substitute readings or activities if those planned in the syllabus might conflict with students’ “core beliefs.”

AREAS FOR IMPROVEMENT

Our main weakness continues to be the need for the EIC to really “shake the trees” to have any chance of receiving enough quality essays worthy even of being sent out for review. I do this by sending personalized emails to anyone who has done or is slated to do a presentation on issues of relevance to our journal at NCA (and all the regionals that have appropriate interest groups), ICA, and AEJMC, as well as the American Political Science Association meetings.

I continue to find that FAS is more likely to receive actual essay submissions that were born as conference papers if I was there myself in a panel’s audience. That does not bode well for “return on investment.”

I continue to fear that the credibility of the journal needs work, and perhaps NCA may want to help organize (online?) focus groups—I think we should include ICA and AEJMC members in the pool as well—to explore what IS the image of FAS to scholars.

At the risk of telling tales out of school, one sad manifestation of this fear in the past year was the submission of a co-written essay by two very well-respected individuals within NCA who boast many years of free speech scholarship and activism. The manuscript was embarrassingly bad, resembling the 8.5 X 11 inch version of index card notes summarizing one external source, then the next, etc., without trying to make a
point. To me the incident suggested that even some of the biggest names in our association and indeed within our interest group may view *FAS* as a place to “dump” things they would never try to submit elsewhere. It was frankly painful.

**DIVERSITY EFFORTS:**

[My answer last year still accurately expresses my view here]: We have little or no problem in terms of gender parity, but likely as is the case with most of our journals, we have rather embarrassingly little diversity in terms of race and ethnicity.

I will admit to not having done anything systematically to fix this; rather, I go out of my way to solicit more assertively manuscripts at our conventions when I note that an author or group of authors would enhance our diversity numbers, were they to submit their work to us. But my own eye-ballng of submissions tells me I have not been successful.

**UNSOLICITED SUGGESTION [same as last year]:**

I hope NCA will re-visit our policy governing EIC’s one-term tenure, even though I certainly understand the reasoning supporting it. It seems to me that 3 years is not long enough to make an impact. I hope that my successor, Kevin Johnson, is offered the chance to serve more than one term. Especially when a journal is facing the kinds of challenges faced by *FAS*, giving an EIC a longer chance to accomplish goals would seem to me to be very much in NCA’s interest. Focusing for a moment only on diversity, all the relevant literature I have come across strongly recommends that long-term relationships with relevant stakeholders is key. By the time members of the various NCA minority caucuses and the like become aware of an EIC—even one who tries to attend as many caucus business meetings as is possible in a busy NCA convention schedule—she or he has moved on.
MANUSCRIPT ACCEPTANCE/REJECTION RATE:
1. Number of new manuscripts received during this period: 197
2. Number of revised manuscripts received during this period: 55
3. Total number of manuscripts accepted for publication: 29
4. Number of manuscripts returned for revision and resubmission: 47
5. Number of manuscripts rejected: 146
6. Acceptance rate: \[(\frac{3}{1+2})\] : 12%

EDITOR’S GOALS AND PROGRESS TOWARD MEETING THOSE GOALS:

I have three goals for the journal. First, my goal is to ensure that all publications not only speak to applied projects, but that they also address important theories or concepts in some way. This will make the publications in JACR useful for both applied and academic audiences. Most of the papers published so far this year address both communication theory and an applied problem.

Second, my goal is to publish more papers that address that represent the various forms of research in communication. I have achieved a good mixture of quantitative and qualitative research, with two studies that are textual/rhetorical. In addition, there is a paradigmatic range in the manuscripts, including post positive, interpretive, critical, feminist, and post structuralist.

Third, I have started adding a short forum to the journal (10,000 words). The goal is to bring an array of scholars together to discuss the relationship between communication research, theory, and applied social problems. The first of these forums explored the various contexts in which resilience can be studied. The forum authors parlayed this forum into a preconference workshop at NCA. There are two more forums planned, both of which provide the focus of different NCA panels for 2018. These forums appear to have the potential to create new relationships among scholars and to create new energy toward emerging areas of research. My goal is to increase the number of forums so that one is included with each issue of the journal.

STRENGTHS

The journal has a large readership, bridging the gap between applied and academic scholars. JACR also serves a broad subset of the communication discipline, with manuscripts submitted from across divisions and scholarly foci. 2018 is the first year where JACR will have 6 issues a year, making it the largest journal for NCA.

AREAS FOR IMPROVEMENT

Citations: Journal of Applied Communication Research ISI rankings dropped for 2016 and likely for 2017. Because of the unique focus of JACR on applied issues, it is unlikely to be the most cited journal in communication, despite its large readership. While I do not want citations to be the primary focus of my editorial decisions, I recognize that ISI rankings are becoming an increasingly important consideration for communication scholars. To increase rankings, I am ensuring that each manuscript published in JACR addresses both a scholarly and an applied audience. By ensuring a scholarly contribution, and not just an applied contribution, I am giving scholars a reason to cite JACR in their research. On the other hand, I am
accepting a larger number of manuscripts from international scholars and from scholars working on various diversity issues. Because these scholars are less likely to be cited than U.S scholars and more mainstream scholars, this may negatively impact citation rankings.

Speed: I have been slower than I would like to complete the review process. There are three reasons for this issue. First, I am an active scholar who continues to publish, teach, and engage in community outreach activities. The last few years have been particularly busy for me as a public scholar given my research on sexual harassment. Second, JACR typically has over two hundred manuscripts submitted. Each of those manuscript requires at least two hours of my time as I make an initial decision about its suitability for JACR and then either desk reject it or move it into the review process. Third, because JACR has 6 issues instead of the standard 4 issues, I am in preproduction mode every 2 months. During preproduction we spend 1-2 weeks preparing manuscripts for production. During preproduction work, we have little time left to continue processing manuscripts through the system. To address this issue, I need to move to an associate editor process.

The Mysterious JACR: I have noted that many people do not fully understand the unique nature of JACR. For example, the fact that JACR is written for two distinct audiences—applied and scholarly—seems to surprise people, including many who submit their manuscripts to JACR. I believe that with simple outreach through CRTNET, I could increase scholarly enthusiasm for this journal. I have long intended to have more public postings and conversations. Unfortunately, due to the time crunch I am experiencing, I have not found the time to make these posts.

DIVERSITY EFFORTS:

There are a number of ways in which I am addressing diversity issues for JACR. First, it is important to establish diversity in my JACR staff. My senior editorial assistant, Marcus Ferguson, is an African American cisgender man. Second, I am working to create gender parity for the editorial board. I have not yet achieved this goal, but it is an active process. I have not yet given enough focus to increasing the international scholars on the board, nor have I addressed the uneven number of people of color on the board. I intend to dedicate myself more toward this issue in the coming year. Third, although I do not know the race or ethnicity of authors, I have increased the number of manuscripts that address issues of interest to a diverse audience. For example, in issue four there is a manuscript focused on low wage workers in China and a manuscript that focused on undocumented immigrant children of Mexican origin. There is also a manuscript that focuses on police body camera footage. Again, I do not know the race of these authors. However, the topics are of particular interest to co-cultural groups. Forums are one way in which I intend to invite diverse scholars to publish in JACR. In the upcoming year I intend to have forums addressing sexual harassment and forums addressing communication and the chief diversity officer, an organizational role that is becoming ubiquitous in Western organizations.
This report reflects the following time period: August 1, 2017 – July 31, 2018.

MANUSCRIPT ACCEPTANCE/REJECTION RATE:
(1) Number of new manuscripts received during this period: 134
(2) Number of revised manuscripts received during this period: 33
(3) Total number of manuscripts accepted for publication: 19
(4) Number of manuscripts returned for revision and resubmission: 41
(5) Number of manuscripts rejected: 87
(6) Acceptance rate: [(3) divided by (1+2)] 11%

EDITOR’S GOALS AND PROGRESS TOWARD MEETING THOSE GOALS:
This is the second report for me to submit as Editor-in-Chief, and thus, allows me to reflect and comment on some recent developments and trends during my term.

From looking at recent years, 2014 – 2018, there has been an increase in the number of original manuscripts submitted to JIIC. In 2014-15 there were 94 original submissions, in 2015-2016, the number decreased slightly 91, in 2016-2017 the number went up to 112, and for the most recent year of 2017-2018, the number increased to 134. This reflects positively on the journal, indicating that it is receiving greater attention from scholars who wish to publish their work in JIIC.

Interest in work published in JIIC may be indicated by looking at download numbers for articles published in recent years. A total of five (5) articles published in 2017 have been downloaded more than 500 times. This includes the following, ranging from the highest number (3763) to lowest (609): (1) Bell & Harris, “Exploring Representations of Black Masculinity and Emasculation on NBC’s Parenthood,” (2) Croucher & Kramer, “Cultural fusion: An Alternative to Acculturation,” (3) Chen, “WeChat use among Chinese college students,” (4) Al-Kandari et al. “Looking perfect Instagram use in a Kuwaiti cultural context,” and (5) McAllum and Zahra, “The positive impact of othering in voluntourism.” Unfortunately, none of the articles published in 2018 have thus far been downloaded more than 500 times. Most, however, have been downloaded 100 or more times, indicating fair interest for issues published in 2018.

STRENGTHS
This journal, more so than most others, endeavors to publish work based upon scholarship conducted globally, and among overlooked populations and contexts. In 2018, I can point to the diversity of work published as an indication of how this goal is being met. Of the 19 articles published in 2018, eight (8) involved data collected outside the US including the countries of Nigeria (Africa), China, Taiwan, South Korea, Portugal, Bulgaria, and Finland. The remainder all involved studying a non-mainstream population, including: Chinese American, Indonesian, African American, Deaf, Queer, immigrant, and nonwhite.

Each article published in this journal furthered our understanding of places, people, and/or media and communicative practices that lie outside the mainstream. Articles already accepted for 2019 will continue this trend, with these including data collected in such places as Ecuador, the United Arab Emirates, Japan, and Taiwan.
AREAS FOR IMPROVEMENT

Having worked with JIIC for nearly three years, one weakness and challenge of this journal is that it is too diverse and broad. While I have identified this as a strength above, I also see this as a weakness. When receiving manuscripts, it can be a challenge to find reviewers; likewise, it is difficult to justify a decision of “desk rejection” by saying that a submission falls outside the aims and scope of the journal. This may be a matter for future discussion.

The editorial board has grown during my term as editor as I have sought people with a wide range of expertise. However, the board will need to be reduced in 2019. I have personally contacted all the board members in 2018, and some—for various reasons—do not wish to remain on the board. Others, who infrequently respond to my requests to review, may also be removed. Therefore, the board will need revision in 2019.

Finally, due to problems finding a successor I have agreed to serve an additional year as editor. I hope that a new editor can be found in 2019.

DIVERSITY EFFORTS:

The editorial board of JIIC reflects its aims and scope, with its 93 members coming from a wide-range of countries and regions of the world. This includes: USA, Hong Kong, Macau, UK, Brazil, Nigeria, Finland, Indonesia, China, Switzerland, Taiwan, Turkey, Israel, New Zealand, Spain, Singapore, South Korea, and Australia. The board is also very diverse, when considering other categories: ethnicity, race, institution, gender. More than half of the editorial board members (52/93) are female. This continues in the tradition of boards compiled by previous editors.
Quarterly Journal of Speech

Submitted by: Mary E. Stuckey, Editor, Quarterly Journal of Speech

This report reflects the following time period: August 1, 2017 – July 31, 2018.

MANUSCRIPT ACCEPTANCE/REJECTION RATE:
1. Number of new manuscripts received during this period: 139
2. Number of revised manuscripts received during this period: 6
3. Total number of manuscripts accepted for publication: 10
4. Number of manuscripts returned for revision and resubmission: 45
5. Number of manuscripts rejected: 82
6. Acceptance rate: \[
\frac{(3)}{1+2}\] 7%

EDITOR’S GOALS AND PROGRESS TOWARD MEETING THOSE GOALS:

My goals are (1) to publish the best work in rhetorical theory and criticism; (2) to increase the diversity of authors submitting to and being published in the journal.

I have been more successful at the first than the second, although I am proud of the number of women represented in the journal. To mention one measure of the quality of the research being published in the journal, Robert Asen, Professor in the Department of Communication Arts at the University of Wisconsin-Madison, received NCA’s 2018 Golden Anniversary Monograph Award for the article, “Neoliberalism, the Public Sphere, and a Public Good,” published in QJS last year.

STRENGTHS

The most important strength is the quality of the editorial board. Their turnaround time averages 40 days. I often receive notes from authors whose work has been rejected, thanking me for the quality of the feedback they received.

AREAS FOR IMPROVEMENT

In an ideal world, I’d like to see more internationally-oriented research (although we have made some strides in that direction); and I’d like more diversity among published authors.

DIVERSITY EFFORTS:

I have the first editorial board that has more women than men; I have included more scholars of color; I have worked hard to be sure that there are a variety of institutions and regions represented. When appropriate, I have reached out to a diverse range of scholars as outside reviewers.

We are have published or have in the pipeline essays that concern the Middle East, and Asia; we have essays on people of color (Booker T. Washington, Paul Robeson); essays on gender issues (political pornification; body positivity); that center on or use queer theory.
Review of Communication

Submitted by: Ramsey Eric Ramsey, Editor, The Review of Communication

This report reflects the following time period: August 1, 2017 – July 31, 2018.

MANUSCRIPT ACCEPTANCE/REJECTION RATE
(1) Number of new manuscripts received during this period: 60
(2) Number of revised manuscripts received during this period: 39
(3) Total number of manuscripts accepted for publication: 59
(4) Number of manuscripts returned for revision and resubmission: 11
(5) Number of manuscripts rejected: 17
(6) Acceptance rate [(3) divided by (1+2)]: 60%

*Volume 18 contains 2 special issues: Academic Labor (18.2) and Critical Discourse Studies (18.3)

EDITOR’S GOALS AND PROGRESS TOWARD MEETING THOSE GOALS

Our goals in taking this editorship were based around 1) encouraging a series of special issues and 2) allowing scholars a place to rethink both the concept of “review” and the phenomenon of communication. The goals have, in a keen sense, been met as this year we helped NCA and the Publication Board reconceive the journal to move to exclusively publishing “themed issues.” This change is marked in the new Aims and Scope that currently appears on Review’s web page.

STRENGTHS

Our special issues have been impressive and, we think, gave Review a sense of being a publication in which this type of focused work is welcomed in a way that provided confidence to all involved to make the change noted above.

AREAS FOR IMPROVEMENT

The journal’s current “weakness” manifests as its high acceptance rate—a metric with limited accuracy when taken in the context of Review’s shift from a mix of “regular” and mostly special issues (Vol. 17–19) to exclusively themed issues (Vol. 20 onwards).

The improvements Review will need in the coming years will require a collaborative effort. It will take some time for word to spread to the NCA membership and other possible contributors that the journal will only publish themed issues. This will require detailed conversations with all involved (the Publication Board, other editors of NCA journals, the incoming editor-in-chief) so we are able to set forth a clear protocol for evaluation of themed issue proposals, among other issues that will arise.

Some matters that suggest themselves immediately are:
~ The change to themed issues will make a traditional use of acceptance rates inaccurate.
~ The length of time from submission to publication will also be a metric that might no longer work when evaluating Review’s yearly data.
~ We ought to make it clear in our conversations about the journal that each essay in a themed issue will be double-anonymously peer-reviewed. This understanding will be important, at the very least, to 1) draw
submissions to the themed issues and 2) provide context for hiring committees and promotion and tenure committees evaluating candidates’ publications in Review.

DIVERSITY EFFORTS

VOLUME 18 (24 PIECES TOTAL)
35 authors/co-authors
13 (37%) male, 22 (63%) female
25 (71%) communication departments, 10 (29%) non-communication departments
32 (91%) US institutions, 3 (9%) non-US institutions
Among our authors, editorial board, guest reviewers, and guest editors, we have achieved a keen sense of diversity in terms of gender, departmental affiliation, and geographic location; we continue the Review tradition of publishing methodologically diverse scholarship; and we are rightly proud of our special issues, which have allowed facets of communication studies that are not a part of the mainstream to have a public outlet. We believe these efforts help expand the reach of Review within and beyond the NCA membership.
Submitted by: Mindy Fenske, Editor, *Text and Performance Quarterly*
Confidential Publishing Report

NCA Journals

November 2018
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1 Production Status

We expect that all NCA journals will complete publication of the current volume before the end of the year.

2 Sales Reach and Visibility

We offer a range of pricing options designed to create maximum visibility for NCA’s journals within global library networks. University libraries have access to the journals through core subscriptions and online sales agreements, with additional organizations also able to access the journals through EBSCO.

Communication Education and Communication Teacher are sold jointly as the Communication Education Pack. Quarterly Journal of Speech and First Amendment Studies are also sold jointly, as the Quarterly Journal of Speech Pack.

3 Marketing and Promotion

3.1 NCA Journal Readership

Our network marketing strategy is designed to ensure NCA journals benefit from highly targeted promotion focused on article-level marketing. These promotions leverage the web of connections attached to every published article with the aim of increasing readership and increasing opportunities for citation. The number of full-text downloads for NCA journals reached 551,971 in 2017, an increase of around 30,000 downloads over the previous year.

3.1.1 NCA Online Journals Platform

The NCA Online Journals Platform continues to provide members with access to all the current and archive content of the 11 publications (as well as access to an additional selection of Routledge, Taylor & Francis journals). This is a great benefit for existing members and incentive for new members, who may not have existing access to all publications via institutional subscriptions.

Members also have access to four additional international communication studies journals via the NCA online journals portal: Journal of the Public, Language and Intercultural Communication, Chinese Journal of Communication and Communication: South African Journal for Communication Theory and Research. Providing NCA member access to these international publications encourages collaboration and exchange across the global communication studies research community.

3.2 Public Outreach

We continue to work in tandem with the NCA External Affairs and Publications team in the National Office to promote key articles, generate press interest and support authors with greater public engagement. We draw on themes that tie in with current issues across the globe to select topical content for press releases. Spotlighting communication research on an
international platform also connects research from the Association’s publications with current NCA initiatives.

In May 2017 we coordinated a press release for the article ‘An examination of teacher authenticity in the college classroom’ by Zac D. Johnson and Sara LaBelle. The release resulted in press attention from a variety of news outlets, including Inside Higher Ed, and the article has an Altmetric attention score of 119. The article has been downloaded over 2,000 times to date and became the most highly downloaded article published in Communication Education in 2017.

3.3 Convention Sponsorship

3.3.1 Opening Session

Routledge, Taylor & Francis are sponsors of the NCA 104th Annual Convention’s Opening Session: ‘Role-Playing the Future through the Past: A Conversation about the Lessons of History and Visions of America’.

3.3.2 Student Sponsorships

Each year Routledge, Taylor & Francis provide sponsorship for students to attend the NCA Annual Convention. The 2018 recipients are:

- Stephen Berry, Arkansas State University
- Kasey Foley, Penn State University
- Fred Jenga, University of Texas
- Lulu Peng, Penn State University

A list of past recipients of the award, along with a collection of articles authored by past recipients can be found here: [http://explorere.safonline.com/page/ah/nca-student-scholarship](http://explorere.safonline.com/page/ah/nca-student-scholarship)

4 Editorial Stewardship

4.1 Clarivate Analytics Social Science Citation Index® and Impact Factors

In June 2018, the 2017 Clarivate Analytics (formerly known as Thomson Reuters) Social Science Citation Index® (SSCI) Impact Factors were released. The below journals were listed in the Journal Citation Reports® (JCR)*:

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<td>Communication</td>
<td>n/a</td>
</tr>
<tr>
<td>Critical Studies in Media Communication</td>
<td>Communication</td>
<td>n/a</td>
</tr>
<tr>
<td>Quarterly Journal of Speech</td>
<td>Communication</td>
<td>n/a</td>
</tr>
<tr>
<td>Communication and Critical/Cultural Studies</td>
<td>Communication</td>
<td>Cultural Studies</td>
</tr>
</tbody>
</table>

*TPQ is also included in the A&HCI. Impact Factors are not calculated for journals included in the A&HCI.
The 2017 Impact Factors were released in July this year and the 2-year and 5-year Impact Factors (IF) for each journal are listed below:

<table>
<thead>
<tr>
<th>Journal</th>
<th>2-year IF</th>
<th>5-year IF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communication Monographs</td>
<td>1.894</td>
<td>2.422</td>
</tr>
<tr>
<td>Journal of Applied Communication Research</td>
<td>1.00</td>
<td>1.512</td>
</tr>
<tr>
<td>Critical Studies in Media Communication</td>
<td>0.789</td>
<td>0.902</td>
</tr>
<tr>
<td>Quarterly Journal of Speech</td>
<td>0.596</td>
<td>0.743</td>
</tr>
<tr>
<td>Communication and Critical/Cultural Studies</td>
<td>0.472</td>
<td>0.735</td>
</tr>
</tbody>
</table>

Three out of five of the journals increased their 2- and 5-year Impact Factors (IFs) in the 2017 IFs. There has been a notable increase in Journal of Applied Communication Research’s 2017 IF, due to a large proportion of the journal’s content in the citation window being cited at least once.

As IFs are based on citations to content from the previous two years, journal IFs can fluctuate from year to year, as cited papers drop out of this citation window. In humanities and social science disciplines, high-impact research often remains relevant and referenced for several years after publication, as evidenced in the 5-year IFs noted above.

4.2 ScholarOne Manuscripts™

Submission data from ScholarOne Manuscripts™ (SIM) has been supplied to the Editors and the Publications Council to facilitate reporting to the Legislative Assembly. There has been a steady increase in the number of submissions to Communication Education, Journal of International and Intercultural Communication and First Amendment Studies during 2017 and 2018 due to various efforts by the Editors to engage their audience.

4.2.1 Crossref Similarity Check

All articles submitted to NCA journals are run through Crossref Similarity Check software by our dedicated in-house Crossref team. The team then alerts NCA Editors to any results showing overlap between submitted articles and previously published material. This process supports the integrity of the peer review process and ensures that NCA journals publish original, high-quality research.

4.3 Journal Development

4.3.1 Special Issues

Several special issues were published in NCA journals throughout 2017, including:

- Paratexts, Promos and Publicity, Critical Studies in Media Communication 34.2
- Teams, Time, Decisions and Change: articles in Honor of (and by) David R. Seinbold, Journal of Applied Communication Research 45.4
- The Changing Face of Presidential Campaigns, Quarterly Journal of Speech 103.1-2
- Media Ecologies, Review of Communication 17.4
- Medical Humanities, Review of Communication 17.3
- The Life, Work and Legacy of Leland H. Roloff, Text and Performance Quarterly 37.2
A number of journals also publish forum sections, through which they reflect on important topical issues, such as the Communication Education ‘Wicked Problems’ series, a Journal of Applied Communication Research forum on ‘Communication and Resilience’ and a Communication and Critical/Cultural Studies focus on ‘Cruelty in the Age of Trump’.

We promote special issue and forum content to a wide audience, in line with journal objectives, so as to encourage scholarly communication across related disciplines.

4.3.2 Review of Communication

Following consultation with the Publications Council during 2017/18, from Volume 20, 2020 Review of Communication will publish four themed issues a year. Examples of some recent and forthcoming themed issues are noted below:

- Critical Discourse Studies and/or Communication: Theories, Methodologies, and Pedagogies at the Intersections
- Academic Labor
- Media Ecological Orientations to Philosophy and Philosophical Problems
- Psychoanalysis as a Philosophy of Communication

Calls for papers for upcoming themed Review of Communication issues can be found here: http://explore.tandfonline.com/cfp/sh/roc. Future submissions to the journal should either respond to a call for articles for one of the upcoming themed issues or should consist of proposals to guest edit an issue.

4.3.3 Journal of Applied Communication Research

Journal of Applied Communication Research is the premier location for research about how people practice communication across diverse applied contexts. The journal published five issues in Volume 45 (2017) and will publish six issues in Volume 46 (2018).

4.4 Authors and Researchers

4.4.1 Author Support and Guidance

Our dedicated Author Services website is designed to provide support and guidance for all authors across the research lifecycle: http://authorservices.taylorandfrancis.com/

We will be participating in an author support session held by NCA at the NCA 104th Annual Convention. At this session a panel will provide tips and hints for authors publishing in NCA journals, as well as offering guidance on how to develop their research career. Join us, on Friday, 11/9 at 12:30 AM, Salt Palace Convention Center, Room 251C (Level 2).
4.4.2 Editing Services for Authors

Our Taylor & Francis Editing Services have recently been updated, offering authors a range of services to help them prepare and write their manuscripts, including:

- Manuscript editing
- Translation
- Manuscript formatting
- Plagiarism check
- Rapid technical review
- Artwork preparation.

Preparing a manuscript for submission can be challenging and time consuming for authors, particularly if English is not their first language or they don’t have the design support to produce the artwork that they need. Our Editing Services can help authors to maximize the impact and quality of their manuscript.

Full information can be found on our Author Services website:
https://authorservices.taylorandfrancis.com/how-taylor-francis-editing-services-can-help-you-improve-your-manuscript/
5 Editorial Contact Details

The editorial team at Routledge, Taylor & Francis working on the NCA journals comprises the following people:

Katherine Burton, Associate Editorial Director, katherine.burton@tandf.co.uk
Kath is the Associate Editorial Director for Arts and Humanities, responsible for strategy and oversight of Arts & Humanities journals at Routledge, Taylor & Francis.

Fiona Richmond, Publisher, fiona.richmond@tandf.co.uk
Fiona is the Publisher for Communication Studies journals at Routledge, Taylor & Francis and liaison to the National Office and Publications Council.

Sophie Wade, Managing Editor, sophie.wade@tandf.co.uk
Sophie is the Managing Editor for Communication Studies, responsible for all day-to-day publishing issues relating to the NCA journals and is the first point of contact for Editors.

Rob Parsons, Editorial Assistant, robert.parsons@tandf.co.uk
Rob assists Sophie with the day-to-day publishing issues relating to the NCA journals, responsible for tasks such as responding to author queries, collating data on journal performance and updating the journal webpages.

All members of the team work at the Milton Park office, near Oxford, in the UK.

Taylor & Francis Group
4 Park Square
Milton Park
Abingdon
Oxon OX14 4RN
United Kingdom

Tel: +44 (0) 207 017 6000
Fax: +44 (0) 207 017 6336

NCA Journals Report 2018 - Confidential
Interest Group Reports

Each Interest Group is asked to submit a report to the Legislative Assembly. The electronic reports can be found on the NCA website at the following URL: www.natcom.org/interestgroupreports.
Report of the Nominating Committee

The 2018 Nominating Committee, chaired by Lynn Turner offers the following slate of candidates for the 2019 election. The candidates for Second Vice President will address the Legislative Assembly.

2019 NCA Election Ballot

Second Vice President, One will be elected with a term beginning in January 2020

- Roseann Mandziuk, Texas State University
- Narissra Punyanunt-Carter, Texas Tech University

Committee on Committees (At-Large Members), Two will be elected to serve two-year terms beginning in January 2020.

- Sumana Chattopadhyay, Marquette University
- Stephen M. Croucher, Massey University
- Erin M Reser, Rocky Mountain College
- Lijiang Shen, Penn State University
- Matthew Weber, Rutgers University

Legislative Assembly (At-Large Members), Three will be elected to serve three-year terms beginning in January 2020.

- Amy Aldridge Sanford, Texas A&M University, Corpus Christi
- Mary Beth Asbury, Middle Tennessee State University
- Dennis Becker, Speech Improvement Company
- Sarah Riforgiate, University of Wisconsin, Milwaukee
- Shavonne Shorter, Bloomsburg University
- Eric Waters, Marquette University

Electronic balloting for the 2019 NCA election will open on Tuesday, January 8, 2019, and close on Tuesday, February 12, 2019, at 5:00 p.m. EST. Members have an opportunity to meet the candidates during the NCA 104th Annual Convention at the Second Vice President Candidates’ Forum on Friday, November 9, 2018 at 11 a.m. in Rm. 155D (Level 1) of the Salt Palace Convention Center.
**BUSINESS**

**Election of the 2019 Committee on Committees**

The Legislative Assembly will elect two continuing members of the Legislative Assembly to serve on the Committee on Committees for a two-year term. Article V, Section 1(A) of the NCA Bylaws states:

The Committee on Committees shall consist of the following members: Immediate Past President, President, First Vice President, Second Vice President, four At-Large representatives appointed by the Legislative Assembly from among the current members of the Legislative Assembly, four At-Large members elected by vote of the individual membership of NCA, and Executive Director (non-voting). The At-Large representatives appointed by the Legislative Assembly and the At-Large representatives elected by the individual NCA membership shall serve staggered two-year terms, with two representatives appointed by the Legislative Assembly and two representatives elected by the individual membership of NCA each year. The Immediate Past President shall serve as Chair of the Committee.

Members who will serve on the 2019 Committee on Committees include:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ronald L. Jackson II</td>
<td>Chair</td>
</tr>
<tr>
<td>Star Muir</td>
<td>Immediate Past President</td>
</tr>
<tr>
<td>Kent Ono</td>
<td>President</td>
</tr>
<tr>
<td>David McMahan</td>
<td>First Vice President</td>
</tr>
<tr>
<td>Trevor Parry-Giles</td>
<td>Second Vice President</td>
</tr>
<tr>
<td>Radhika Gajjala</td>
<td>Executive Director (without vote)</td>
</tr>
<tr>
<td>Samantha Senda-Cook</td>
<td>Elected (At-Large, 2017)</td>
</tr>
<tr>
<td>Megan Dillow</td>
<td>Elected (Legislative Assembly, 2017)</td>
</tr>
<tr>
<td>Janie Harden Fritz</td>
<td>Elected (Legislative Assembly, 2017)</td>
</tr>
<tr>
<td>Bree McEwan</td>
<td>Elected (At-Large, 2018)</td>
</tr>
<tr>
<td>Carey M. Noland</td>
<td>Elected (At-Large, 2018)</td>
</tr>
<tr>
<td>1. _________________________</td>
<td>Elected (Legislative Assembly, 2018)</td>
</tr>
<tr>
<td>2. _________________________</td>
<td>Elected (Legislative Assembly, 2018)</td>
</tr>
</tbody>
</table>
Financial Reports

Finance Board Director, Ronald Shields, will present the budget projections for calendar year 2019 along with a review of revenues and expenses for calendar year 2018.
### National Communication Association
#### Proposed Calendar Year 2019 Budget

<table>
<thead>
<tr>
<th></th>
<th>Proposed 2019 Budget</th>
<th>2018 Actuals as of 7/31/2018</th>
<th>Estimate of 8/1/2018</th>
<th>Total 2018 Actuals plus Estimate</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Operating Revenue</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Membership Dues</td>
<td>725,000.00</td>
<td>715,000.00</td>
<td>217,033.75</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Convention Revenue</td>
<td>923,500.00</td>
<td>910,500.00</td>
<td>190,160.00</td>
<td>710,000.00</td>
</tr>
<tr>
<td>Royalties</td>
<td>857,000.00</td>
<td>846,000.00</td>
<td>346,507.74</td>
<td>507,000.00</td>
</tr>
<tr>
<td>Chapter Renewals, Fees &amp; Sales</td>
<td>261,000.00</td>
<td>325,000.00</td>
<td>209,524.20</td>
<td>50,000.00</td>
</tr>
<tr>
<td>Advertisement Income</td>
<td>122,000.00</td>
<td>137,000.00</td>
<td>32,088.60</td>
<td>80,000.00</td>
</tr>
<tr>
<td>Editor Stipend Revenue</td>
<td>140,000.00</td>
<td>140,000.00</td>
<td>140,000.00</td>
<td></td>
</tr>
<tr>
<td>Program Revenue</td>
<td>25,000.00</td>
<td>25,000.00</td>
<td>2,300.00</td>
<td>22,700.00</td>
</tr>
<tr>
<td>Subscription Sales</td>
<td>25,000.00</td>
<td>77,000.00</td>
<td>12,649.00</td>
<td>12,000.00</td>
</tr>
<tr>
<td>Rental Income</td>
<td>51,000.00</td>
<td>223,000.00</td>
<td>144,098.32</td>
<td>79,891.65</td>
</tr>
<tr>
<td>Contributions</td>
<td>10,000.00</td>
<td>5,000.00</td>
<td>20,215.00</td>
<td>5,000.00</td>
</tr>
<tr>
<td>Extra Unit Affiliation</td>
<td>7,000.00</td>
<td>7,000.00</td>
<td>2,195.00</td>
<td>5,000.00</td>
</tr>
<tr>
<td>Other</td>
<td>5,000.00</td>
<td>4,000.00</td>
<td>3,064.00</td>
<td>1,000.00</td>
</tr>
<tr>
<td>Board Restricted Net Assets</td>
<td>-</td>
<td>183,570.00</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Operating Revenue</strong></td>
<td>$3,151,506.00</td>
<td>$3,598,070.00</td>
<td>$1,339,835.61</td>
<td>$1,972,591.65</td>
</tr>
</tbody>
</table>

| **Operating Expenses**      |                      |                              |                       |                                 |
| Salaries & Wages            | 1,135,980.00         | 1,336,420.00                 | 726,679.82            | 405,973.98                      |
| Payroll Taxes               | 89,000.00            | 102,236.00                   | 55,333.09             | 31,057.01                       |
| Employee Benefits           | 250,000.00           | 346,949.00                   | 143,144.69            | 95,429.79                       |
| Professional Services       | 427,900.00           | 270,500.00                   | 170,239.37            | 170,239.37                      |
| Advertising                 | 41,000.00            | 31,200.00                    | 12,080.93             | 12,000.00                       |
| Taxes                       | 60,000.00            | 71,050.00                    | 57,903.06             |                                 |
| Interest Groups             | 45,000.00            | 43,750.00                    | -                     | 30,000.00                       |
| Awards                      | 19,900.00            | 27,400.00                    | 1,304.30              | 20,000.00                       |
| Program Grants & Sponsorships | 157,000.00         | 107,500.00                   | 71,447.00             | 35,000.00                       |
| Membership Fees & Merchandise | 15,000.00           | 80,000.00                    | 2,983.04              | 6,000.00                        |
| Travel & Meetings           | 196,500.00           | 229,700.00                   | 99,369.55             | 50,000.00                       |
| Communication & Outreach    | 18,000.00            | 41,500.00                    | 10,323.76             | 5,000.00                        |
| Food & Beverage             | 63,000.00            | 54,100.00                    | 3,344.53              | 60,000.00                       |
| Audio & Visual              | 145,000.00           | 145,000.00                   | 3,700.00              | 142,000.00                      |
| Building Maintenance & Utilities | 66,300.00         | 77,108.00                    | 38,153.08             | 28,000.00                       |
| Office Expenses             | 130,500.00           | 160,700.00                   | 38,312.97             | 50,000.00                       |
| Information Technology      | 147,000.00           | 207,200.00                   | 56,413.50             | 60,000.00                       |
| Fees                        | 60,800.00            | 62,500.00                    | 27,452.65             | 37,000.00                       |
| Dues & Subscriptions        | 114,000.00           | 113,000.00                   | 100,850.82            | 12,000.00                       |
| Insurance                   | 37,600.00            | 35,800.00                    | 11,850.86             | 22,000.00                       |
| Editor Stipends             | 176,000.00           | 176,000.00                   | 176,000.00            | 4,000.00                        |
| Program Expenses            | 46,500.00            | 45,000.00                    | 8,014.11              | 30,000.00                       |
| Miscellaneous               | 34,250.00            | 42,250.00                    | 13,592.39             | 12,000.00                       |
| **Total Operating Expenses** | $3,476,230.00        | $3,806,863.00                | $1,824,493.52         | $1,317,700.15                   |
| **Change in Net Assets - Operating Surplus/(Loss)** | $(324,730.00) | $(208,793.00) | $(504,657.91) | $654,891.50 |
|                             |                      |                              |                       | $150,233.59                     |
| **Non-Operating Revenue**   |                      |                              |                       |                                 |
| Investment Income           | 386,000.00           | 140,000.00                   | 98,699.34             | 125,000.00                      |
| **Total Non-Operating Revenue** | $386,000.00       | $140,000.00                  | $(98,699.34)          | $125,000.00                     |
| **Non-Operating Expenses**  |                      |                              |                       |                                 |
| Investment Fees             | 42,000.00            | 41,000.00                    | 20,921.56             | 21,000.00                       |
| Depreciation Expense        | 115,000.00           | 109,000.00                   | 68,765.01             | 56,797.55                       |
| **Total Non-Operating Expenses** | $157,000.00       | $150,000.00                  | $89,686.57            | $77,797.55                       |
| **Change in Net Assets - Non-Operating Surplus/(Loss)** | $(229,000.00) | $(10,000.00) | $(188,295.91) | $47,202.45 |
| **Total Revenue**           | $3,537,500.00        | $3,738,070.00                | $1,221,226.27         | $2,097,591.65                   |
| **Total Expenses**          | $3,633,230.00        | $3,956,863.00                | $1,914,180.09         | $1,395,497.70                   |
| **Change in Net Assets**    | $(95,730.00)         | $(218,793.00)                | $(622,983.82)         | $702,093.95                     |
| **96 | Page**
2019 Budget Summary

Preamble

Pursuant to the NCA Bylaws and NCA’s policies and procedures, the National Office has prepared the 2019 Budget and this summary explanation of the specific items found in that budget. In constructing this budget, several basic principles were followed. First, the 2019 budget and the summary that accompanies it will appear significantly different from past NCA budgets in large part because of important streamlining and efficiencies in reporting and accounting. The chart of accounts, for example, has been reduced by approximately 60%; accounting labels, groupings of accounts, and nomenclature used to describe NCA’s finances have all been simplified. Second, the National Office believes that the budget should reflect realistic and informed projections of both revenue and expenses for the coming year; as such, the budget has been “cleaned” of erroneous or superfluous accountings and several line items have changed significantly. Third, a budget ought to reflect the association’s actual, material operating revenues and expenses; the 2019 NCA Budget thus removes from the operating projections items and/or funds that do not factor in to NCA operations. Finally, the 2019 budget adheres to very conservative assumptions regarding likely revenues for the association while also working to adjust expenses to accurately reflect anticipated needs and expectations.

Revenue

The 2019 budget projects total revenue of $3,151,500; substantially less than the $3,738,070 that was projected in 2018 (a 15 percent decrease). There are several reasons for this decrease.

First, unlike past practice, NCA’s revenue projections for 2019 do not include projected investment income; this projection is only for operating revenue. Anticipated investment revenue for 2019 is $386,000; none of that revenue figures in to NCA’s operations and is thus irrelevant to projected operating revenue. The 2019 budget accounts for investment revenue as a non-operating source of income.

Second, a large source of NCA’s operating revenue comes from membership dues. A significant factor that typically influences membership levels is the location of NCA’s annual convention, and NCA’s budgets have usually forecasted quite conservatively to account for location-specific attributes and historical patterns. In 2018, NCA projected dues income of $715,000. For 2019, NCA projects dues income of $725,000. These are highly conservative estimates; from 2013-2016 (four fiscal years), NCA averaged $766,447 in membership dues revenue. Note: the projected increase in membership dues revenue for 2019 is largely a function of the decision to cease deferring life membership revenue. That revenue will now be accounted for as direct revenue when it is received and the overall increase for 2019 is the result of dis-deferring previously deferred life membership dues.

Third, NCA generates income from our student organizations through membership fees, chapter renewals, and merchandise sales. A review of NCA’s student organization accounting revealed that past budgets over-estimated both revenue and expenses in this category; as such, the 2019 budget forecasts revenue of $261,000, down from $325,000 projected for 2018.

Fourth, the 2019 budget assumes declines in several miscellaneous revenue categories. For career advertisements (e.g., the NCA Career Center, CRTNET, and Spectra), revenue has declined over the past several years and the projection for 2019 is $15,000 less than 2018: $122,000. For several years, NCA has received rental income for the Carriage House and access rental income for a construction project underway next door to the National Office. In 2018, that income was projected to be $223,000; for 2019, the budget projects $51,000 in revenue in this category.
Fifth, much of NCA’s convention revenue comes from registration fees. Conservatively, the 2019 budget projects a slight ($1,000) increase in registration fee revenue for the Baltimore convention while anticipating larger declines in booth sales and preconference/seminar income. In all, the 2019 budget projects convention revenue to be $908,500 (down $2,000 from 2018).

Sixth, the majority of NCA’s revenue related to publications comes from journal royalties from Taylor & Francis and from EBSCO. In addition, NCA receives considerable support from Taylor & Francis for its editor stipends; roughly 80 percent of the editor stipends are supported by T&F. In all, NCA projects revenue from publications for 2019 to be $1,034,000 (down from $1,063,000 projected in 2018).

<table>
<thead>
<tr>
<th>Revenue Category</th>
<th>2018 Budget</th>
<th>2019 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>General &amp; Administrative Revenue (e.g., rental income; miscellaneous contributions)</td>
<td>$369,000</td>
<td>$66,000</td>
</tr>
<tr>
<td>Academic &amp; Professional Resources (e.g., membership dues; Career Center ads; CIDD)</td>
<td>$1,187,000</td>
<td>$882,000</td>
</tr>
<tr>
<td>Convention</td>
<td>$910,500</td>
<td>$908,500</td>
</tr>
<tr>
<td>Publications (e.g., royalties; journal subscriptions; Spectra ads)</td>
<td>$1,063,000</td>
<td>$1,034,000</td>
</tr>
<tr>
<td>Total</td>
<td>$3,529,500</td>
<td>$3,151,500</td>
</tr>
</tbody>
</table>

Expenses

The 2019 budget projects total operating expenses of $3,441,230; substantially less than the $3,952,863 that was projected in 2018 (a 13 percent decrease).

General & Administrative Expenses

NCA is projecting 2019 general and administrative expenses to be $2,079,930. Expenses in this category for 2018 were projected at $2,430,163 (a 14 percent decrease).

As is the case for most service-oriented organizations (e.g., membership associations, learned societies), NCA’s largest expense in this category is compensation, benefits, and taxes. Compensation includes salaries for full-time staff members. The 2019 budget includes a pool for salary increases for the staff consistent with cost of living adjustment as specified in NCA’s financial policies and for a modest merit-based increase. Some benefits, including retirement contributions and FICA, are tied directly to salaries. Other benefits cost the same amount for everyone or differ across individuals based on variables other than salary. These include health, dental, and life insurances. All told, NCA is projecting expenses of $1,464,980 for compensation, benefits, and taxes in 2019; in 2018, NCA projected expenses of $1,712,205 in this category (a 14 percent decrease).

Other general and administrative expenses include building maintenance (e.g., utilities, janitorial services, alarm monitoring), several related to technology (e.g., phone, Internet, technical maintenance fees, 1 In 2018, NCA included $183,570 from “existing funds” and a separate category for CIDD revenue ($25,000), bringing the revenue projection for 2018 to $3,738,070. For 2019, the CIDD revenue is added to the Academic & Professional Resources category and there is no projection for “existing funds.”
computer supplies), real estate taxes, credit card and other professional fees, legal and design services, organizational insurance, travel, training, and general office expenses. All told, NCA is projecting expenses for $614,950 for other general and administrative costs and functions; in 2018, NCA projected expenses of $717,958 in this category.\(^2\)

**Executive Office Expenses**

NCA is projecting 2019 executive office expenses to be $148,800. Expenses in this category for 2018 were projected at $338,048 (a 56 percent decrease).

The major categories of expenses in this area are for meetings and events and governance/National Office travel. The 2019 Budget reflects projected expenses for these categories and allocates the expenses to reflect NCA’s actual practice. As such, some National Office travel expenses are allocated to Academic & Professional Affairs; some meeting and event expenses are allocated to the convention budget because the governance meetings in question occur at the annual convention. To support both governance meetings and events as well as National Office and governance travel, NCA is projecting expenses for 2019 to be $88,000.

Other governance expenses include NCA’s election service, dues for partner advocacy organizations and sponsorships of other meetings and events, officer initiative funds, etc. All told, these expenses are projected to be $60,000 for 2019.

**Academic/Professional Resources**

NCA is projecting 2019 academic/professional resources expenses to be $302,900. Expenses in this category for 2018 were projected at $1,143,439 (a 74 percent decrease).\(^3\)

NCA’s largest expense for academic/professional resources comes from grant-making, including grants for the annual NCA Doctoral Honors Seminar, the NCA Institute for Faculty Development (the “Hope” conference), Student Caucus Travel Grants, Advancing the Discipline Grants, the U.S.-China Communication Colloquium Grant, and the Alta Argumentation conference. For 2019, the budget projects $154,000 for grant-making.

Prior NCA budgets reported incurred costs for student organizations well in excess of the fees that NCA pays to our vendor for membership certificates, pins, and honor cords. In 2018, the budget projects expenses for student organizations to be $93,700; that figure has been revised significantly downward to $15,000 for 2019. There are also some modest associated costs for teleconferencing services, dues to join the Association of College Honor Societies, and awards for students; the total projected expenses for student organizations is $34,000.

**Convention**

NCA is projecting 2019 annual convention expenses to be $470,100. Expenses in this category for 2018 were projected at $940,872 (a 50 percent decrease).\(^4\)

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\(^2\) In 2018 (and before), NCA budgets included a “Depreciation” expense in the projected operating budget for the association. For 2019, “Depreciation” is included as a non-operating expense in the amount of $115,000.

\(^3\) The 2018 budget projected $781,389 in “Allocated Expenses” for academic/professional resources; without that line item, the 2018 budget projected $358,050 for academic/professional resources.

\(^4\) The 2018 budget projected $435,472 in “Allocated Expenses” for convention; without that line item, the 2018 budget projected $505,400 for convention.
The largest convention expense is for AV services which is included in the site charges. Food and beverage is used for several events including, among others, the welcome reception, the convention planners’ meetings, the International Scholars’ Reception, and the Diversity Council reception. Professional services expense includes a meeting planning consultant, a photographer, a sign language interpreter, temporary personnel, movers, webinar services, on-site IT support and other small items.

External Affairs & Publications

NCA is projecting 2019 external affairs and publications expenses to be $405,500. Expenses in this category for 2018 were projected at $506,416 (a 20 percent decrease).\(^5\)

The largest external affairs and publications-related expense is editor stipends for eleven journals. NCA also incurs production and distribution costs for Spectra, membership communication and outreach, and subscriptions (the cost of providing our members with access to journals, both electronic and print). Expenses for video production are also included in this category.

<table>
<thead>
<tr>
<th>Expense Category</th>
<th>2019 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>General &amp; Administrative Revenue (e.g., compensation; office expenses; professional fees and services)</td>
<td>$2,079,970</td>
</tr>
<tr>
<td>Executive Office (e.g., governance; meetings &amp; events; travel)</td>
<td>$148,800</td>
</tr>
<tr>
<td>Academic &amp; Professional Resources (e.g., program grants; student organizations; public programs)</td>
<td>$371,900</td>
</tr>
<tr>
<td>Convention</td>
<td>$470,100</td>
</tr>
<tr>
<td>Publications (e.g., Spectra; video production; editor stipends)</td>
<td>$405,500</td>
</tr>
<tr>
<td>Total</td>
<td>$3,476,230</td>
</tr>
</tbody>
</table>

\(^5\) The 2018 budget projected $186,416 in “Allocated Expenses” for external affairs and publications; without that line item, the 2018 budget projected $320,000 for external affair and publications.
Public Statement/Resolutions Review

Seven years ago, the NCA Legislative Assembly passed a Public Statement Policy. As part of that policy, it requires a review of a public statement after five years (or sooner if necessary; revised in 2017 to be after seven years) of its approval or last review. Three public statements are up for review in 2018.

Report of the Resolutions Committee

The 2018 Resolutions Committee is comprised of Leah Bryant (chair), Michael Butterworth, Cerise Glenn, John Hooker, Helen Sterk, Denise Oles-Acevedo, and Nicholas Zoffel.

NCA members were invited to submit resolution proposals for consideration by the Resolutions Committee by June 30. All resolutions are first reviewed by the Committee, then it makes a recommendation to the Legislative Assembly. The LA then reviews, deliberates, and votes on these public statements. No resolutions were submitted to the Resolutions Committee for their consideration.

In addition to new proposed resolutions, NCA policy mandates a comprehensive review of our current resolutions every seven years. The following statements required review:

1. Credo for Free and Responsible Use of Electronic Communication Networks

   The Resolutions Committee recommends updating this policy statement to the “Credo for Net Neutrality, Free and Responsible Use of Electronic Networks, and the Digital Divide.” It now includes support for Net Neutrality and also contains the resolution on the Digital Divide. These two policies are similar in scope and seem to belong together to build a more comprehensive call to action.

   Credo for Free and Responsible Use of Electronic Communication Networks
   (approved 1994; amended 2013)

The principles of free and responsible communication have long been a hallmark of communication study. Since 1963, the National Communication Association (then the Speech Communication Association) has included among its core documents a Credo for Free and Responsible Communication in a Democratic Society. Recognizing the advent and emergent role of electronic means of global communication accessible to the general public, we members of the National Communication Association endorse the following statement of principles relating to free and responsible use of electronic communication:

- **We support Net Neutrality.**

- We recognize that there is limited ability for one to engage in the freedom of expression if access to communication technology is limited by financial ability. We therefore urge the continued development of free and low-cost means of accessing the means for processing and distributing information in electronic forms. These includes comprehensive access to cost-effective computing technology and software as well as reliable distribution infrastructures.

- We realize that access is limited if specialized expertise is required to take advantage of the necessary technology. We therefore urge the development of hardware and software that requires minimal training but that still allows wide use of worldwide electronic resources.

- We support freedom of expression and condemn attempts to constrain information processing or electronic communication, especially expressions that are offensive to some or even most of the
populace. Such constrictions include restricting access to electronic networks as well as the information on those networks. While supporting free expression, we nevertheless consider the maintenance of intellectual property rights to be crucial to the encouragement of creativity and originality. We, therefore, urge the designers and regulators of electronic forms of communication to use special vigilance to insure that the works of individuals or groups are protected from unfair use by others.

- We support a right to privacy, both in the ability to maintain the integrity of individual message exchanges and in the ability to shield oneself from unwanted messages. We thus encourage the development of technologies that grant users individual control and ownership over their information.

- We accept the need to educate students and the general public how to use electronic forms of communication effectively and responsibly by providing the technical and theoretical knowledge of communication technology and by helping students recognize their role as ‘netizens,’ or citizens in the shared space of the Internet.

- We call upon users of information processing and distribution networks to do so with respect for myriad demographic and psychographic dimensions they may encounter in others. There must be a recognition that communication technologies allow for communication among and between truly global audiences.

- We reaffirm our commitment to urge the development of free and low-cost ways of accessing the means for processing and distributing information in electronic forms. Moreover, we continue to urge the development of communication technologies that require minimal training but that still allow wide use of worldwide electronic resources. Additionally, as electronic resources continue to become increasingly demanding in terms of bandwidth, we ask that service providers ensure connection speeds necessary to competently utilize said resources. Moreover, while many argue that economic barriers to technology have been greatly reduced, technology and information literacy barriers must be addressed with equal attention so that those with access to technology are able to use it effectively. Given these commitments, we resolve to take a leadership role in closing the Digital Divide through scholarship highlighting access, usability, and empowerment issues. NCA officers and staff will support legislation aimed at providing universal access to electronic means of communication. We will work with other organizations to ensure that communities in the U.S. and elsewhere have adequate electronic communication resources available to all. Our members have a responsibility to increase awareness of the Digital Divide as a comprehensive social issue that considers socio-economic as well as literacy and empowerment dimensions. We urge our members to take an active role in increasing awareness of the Digital Divide through research, education, incorporating material on this problem into courses, through community consultation and education, and by advocating for appropriate policies at all levels of government, as well as supporting the production and distribution of open source software, as well as continued education on using said software. [Formerly the Resolution on the Digital Divide (approved 1999; modified in 2013)]

Finally, we encourage communication researchers to continue to produce findings that will guide policy decisions concerning the social impact of electronic communication and to make those findings available widely. Likewise, we encourage the designers and regulators of electronic forms of communication to take credible findings about the social impact of their work into account as they implement new products and services.
2. Digital Divide

The Resolutions Committee recommends that this policy statement be archived, since it is now contained within the “Credo for Net Neutrality, Free and Responsible Use of Electronic Networks, and the Digital Divide.”

Resolution on the Digital Divide
(approved 1999; modified in 2013)

The National Communication Association (NCA) reaffirms its commitment to urge the development of free and low-cost ways of accessing the means for processing and distributing information in electronic forms. Moreover, NCA continues to urge the development of communication technologies that require minimal training but that still allow wide use of worldwide electronic resources. Additionally, as electronic resources continue to become increasingly demanding in terms of bandwidth, NCA asks that service providers ensure connection speeds necessary to competently utilize said resources. Moreover, while many argue that economic barriers to technology have been greatly reduced, technology and information literacy barriers must be addressed with equal attention so that those with access to technology are able to use it effectively. Given these commitments, NCA resolves to take a leadership role in closing the Digital Divide through scholarship highlighting access, usability, and empowerment issues. NCA officers and staff will support legislation aimed at providing universal access to electronic means of communication. NCA will work with other organizations to ensure that communities in the U.S. and elsewhere have adequate electronic communication resources available to all. NCA members have a responsibility to increase awareness of the Digital Divide as a comprehensive social issue that considers socio-economic as well as literacy and empowerment dimensions. NCA urges its members to take an active role in increasing awareness of the Digital Divide through research, education, incorporating material on this problem into courses, through community consultation and education, and by advocating for appropriate policies at all levels of government, as well as supporting the production and distribution of open source software, as well as continued education on using said software.
Resolution Regarding Extended Solitary Confinement and Torture
(adopted by the NCA Legislative Assembly, November 2010)

Whereas, the National Communication Association has as its purpose the promotion of the study, criticism, research, teaching, and application of the artistic, humanistic, and scientific principles of communication;

Whereas, the use of solitary confinement and torture are fundamentally associated with communication and the way that communication contributes to or detracts from the health and richness of the human condition;

Whereas, extended solitary confinement and torture violate the fundamental ethical standards of communication long identified by our discipline, relying instead on violence, distortion, falsification, emotion, ad hominem attacks, appeals to hatred, intolerance, bigotry, fear, deception, and claims to expertise that aim to degrade, isolate, confuse, frighten, humiliate, and disrupt one’s social and environmental attachments, to instill a feeling of futility, and to terrorize individuals;

Whereas, the involuntary severing of the humane connection between an individual and other persons, a key element in both extended solitary confinement and torture, is not humane in that it disrupts the self concept and, as the symbolic interactionist and social constructivist traditions of our discipline demonstrate, thereby profoundly damages the very processes that lie at the roots of human characteristics such as personal responsibility, praise, blame, guilt, trust, hope, and reverence for life;

Whereas, extended solitary confinement is commonly used for punitive purposes and in a manner more severe than any required for defensible administrative purposes;

Whereas, extended solitary confinement and torture often result in symptoms of distress analogous to those of psychological illnesses such as schizophrenia, extreme paranoia, delirium, and catatonia;

Whereas, those who have suffered from extended solitary confinement or torture are susceptible to serious difficulties in forming, reforming, and maintaining interpersonal relationships during captivity and when released;

and Whereas, extended solitary confinement and torture involve “cruel, inhuman, or degrading treatment or punishment,” which is outlawed by the United Nations Universal Declaration of Human Rights (10 December 1948), the Declaration on the Protection of All Persons from Being Subjected to Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment (9 December 1975), the International Covenant on Civil and Political Rights Convention Against Torture (1966; in effect 1976), the United Nations Convention Against Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment (10 December 1984), and the Optional Protocol to the Convention Against Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment (18 December 2002);

Now therefore be it Resolved, that the National Communication Association condemns any use of torture or of extended solitary confinement.
Role of Communication Courses and Communication Faculty in General Education

The 2017 Legislative Assembly referred the following public policy statement back to the Resolutions Committee with amendments: The committee supports this amended statement and submits it to LA for review.

Role of Communication Courses and Communication Faculty in General Education
(Adopted by Legislative Council, 1996; revised, 2012. Revised by appointed Review Committee and Legislative Assembly. Approved by Legislative Assembly, 2017.)

The National Communication Association supports and defends the inclusion of an oral communication course or courses in college and university General Education Requirements and the instruction of that course or courses by faculty trained in the discipline of communication.

The NCA maintains that student delivery of oral presentations without rigorous training and evaluation by Communication faculty does not constitute Communication competency.
5. **Statement on Diversity, Equity, and Inclusion**

The 2017 Legislative Assembly revised and approved the following public policy statement and referred it back to the Diversity Council for further review who then submitted it to the Resolutions Committee for review: The committee supports this revised statement and submits it to LA for review.

**NCA Statement on Diversity, Equity, and Inclusion**

(Approved by the SCA Legislative Council in 1995; revised by Legislative Assembly in 2012; **Approved by the Legislative Assembly in 2017, Modified by the Diversity Council and Approved by the Legislative Assembly in 2018**)

The National Communication Association defines diversity as a fair and just commitment to equity, access, and inclusion for all persons.

The National Communication Association values the right to free and open communication for all people and groups.

The NCA believes that disenfranchisement of groups in our society threatens and destroys the framework of open and free human communication.

The NCA believes that communication is essential for addressing social strife and challenging barriers to access.

The NCA believes that diversity enriches the academic understanding, analysis and use of human communication, which can be understood only to the extent that ideas from diverse spokespersons and perspectives are heard and valued. The highest quality criticism and research of communication requires an understanding and appreciation of diversity within and across cultures.

The NCA urges communication professionals to study and understand the diversity of U.S. and global cultures in order to more fully include in our teaching and research the range of human communication.

The NCA supports values diversity, inclusion, and access inclusiveness and diversity among our faculties, within our membership, in the workplace, and in the classroom. We support just and fair policies that fairly encourage promote equity, this diversity, including We believe that policies on admissions, financial support of students, leadership development, equitable access, and faculty hiring and retention can be used to advance the goals of diversity, equity, and inclusion that have these has this goals.

The NCA opposes efforts to eliminate or restrict policies or actions that are designed to foster the goal of diversity.
Special Recognition

The following people will be recognized for their significant service to NCA.

Outgoing Executive Committee Members

- Stephen J. Hartnett, Officer
- Ronald Shields, Finance Committee Chair
- Bonnie J. Dow, Publications Council Chair
- Justin P. Boren, Diversity Council Chair

Outgoing Editors

- Robert DeChaine, Editor, *Communication and Critical/Cultural Studies*
- Mindy Fenske, Editor, *Text & Performance Quarterly*
- Paul Siegel, Editor, *First Amendment Studies*

Presidential Citations

- Walid Afifi, for leadership of the NCA Center Task Force
- Molefi Kete Asante, for exceptional social justice scholarship and activism within NCA and beyond
- Bernadette Calafell, for commitment to social justice within NCA and beyond
- Gina Castle Bell, for commitment to social justice within NCA and beyond
- James Chesebro, for sustained commitment to a vision of equity and inclusion within NCA and beyond
- Dana Cloud, for commitment to social justice within NCA and beyond
- Jack L. Daniel, for outstanding scholarship and activism chronicling the NCA Black Caucus
- Amber Johnson, for commitment to social justice within NCA and beyond
- Roseann Mandziuk, for leadership of the NCA Convention Task Force
- Tara Reed, for commitment to facilitating NCA’s vision of equity and inclusion
- Waterhouse Family Institute for the Study of Communication and Society, for commitment to facilitating NCA’s vision of equity and inclusion
- Asian/Pacific American Caucus, in honor of the founding architects of NCA caucuses who boldly dedicated themselves to an inspiring vision of equity, inclusion, and social justice within NCA
- Black Caucus, in honor of the founding architects of NCA caucuses who boldly dedicated themselves to an inspiring vision of equity, inclusion, and social justice within NCA
- Disability Issues Caucus, in honor of the founding architects of NCA caucuses who boldly dedicated themselves to an inspiring vision of equity, inclusion, and social justice within NCA
- Caucus on Lesbian, Gay, Bisexual, Transgender, and Queer Concerns, in honor of the founding architects of NCA caucuses who boldly dedicated themselves to an inspiring vision of equity, inclusion, and social justice within NCA
- La Raza Caucus, in honor of the founding architects of NCA caucuses who boldly dedicated themselves to an inspiring vision of equity, inclusion, and social justice within NCA
• Women’s Caucus, in honor of the founding architects of NCA caucuses who boldly dedicated themselves to an inspiring vision of equity, inclusion, and social justice within NCA
• Department of Communication, University of Illinois, Urbana-Champaign, for hosting NCA’s Mid-Career Scholar’s Writing Retreat
• Department of Communication, Vanderbilt University, for hosting the 2018 NCA Doctoral Honors Seminar
• Department of Communication, Denison University, for hosting the NCA Institute for Faculty Development
• Media Education Foundation, for over 25 years of inspiring critical thinking about social justice, equity, and inclusion
Bylaws Amendments

According to Article X of the NCA Bylaws:

Section 1. Proposed Amendments. Proposed amendments to these Bylaws shall be submitted for a vote of the Legislative Assembly upon:

A. A petition signed by at least twenty percent (20%) of individual members submitted to the President at least 90 days prior to a meeting of the Legislative Assembly, or
B. A petition signed by at least twenty percent (20%) of the members of the Legislative Assembly submitted to the President at least 90 days prior to a meeting of the Legislative Assembly, or
C. A majority vote of the Executive Committee of the Legislative Assembly.

Section 2. Adoption. A two-thirds vote of the Legislative Assembly shall be required for adoption of an amendment to these Bylaws.

The NCA Executive Committee has unanimously approved the following Bylaws Amendments and recommends them to the Legislative Assembly.

Bylaws Amendment #1

Article III of the NCA Bylaws specifies the membership of the Legislative Assembly. Among those given membership to the Legislative Assembly are the editors of the eleven official NCA journals. The Executive Committee recommends the following amendment to Article III of the NCA Bylaws:

Section 1. Members. The Legislative Assembly shall consist of the following representatives, which representatives are sometimes referred to in these Bylaws as “Directors”:

A. President.
B. First Vice President.
C. Second Vice President.
D. Immediate Past President.
E. Second Vice President Elect.
F. Executive Director (non-voting).
G. Members of the Finance Committee.
H. Publications Council Chair.
I. Research Council Chair.
J. Teaching and Learning Council Chair.
K. Diversity Council Chair.
L. A number of representatives from each Interest Group, determined in accordance with Section 2(G) below.
M. Editor of each official Journal of the Association.
N. Nine At-Large Directors.
O. Six Directors appointed by the Legislative Assembly according to appointment procedures adopted by the Legislative Assembly; selection to recognize emerging interests and critical problems and to achieve a balanced representation of teaching levels, ethnic and minority group interests, sex, age, and academic status.
P. Three Directors from each of the four regional communication associations (Central States Communication Association, Eastern Communication Association, Southern States Communication Association, and Western States Communication Association).
Q. National States Advisory Council representative.
R. Association of Communication Administration Executive Committee representative.

**Rationale:** The Executive Committee believes that membership on the Legislative Assembly is an added responsibility for editors that may well discourage qualified individuals from applying to be editors. The difficult problem of securing willing and able editors for NCA’s journals is exacerbated by the addition of unrelated responsibilities, such as three years of service on the Legislative Assembly. In addition, the Executive Committee found no overt rationale for compelling editors to serve on the Legislative Assembly; such service is truly ancillary to an editor’s responsibilities in editing their journal.

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**Bylaws Amendment #2**

Article V of the NCA Bylaws identifies and establishes the standing committees of the Legislative Assembly. The Executive Committee recommends the following amendment to Article V of the NCA Bylaws:

**ARTICLE V: STANDING COMMITTEES**

**Section 1. Committee on Committees. Leadership Development Committee.**

Note: all subsequent references in the NCA Bylaws to the Committee on Committees will be changed

**Rationale:** The Executive Committee believes that the proposed name change more accurately reflects the actual and material purpose of this committee; the committee strives to fill the slate of offices available and often does so via consistent leadership development. Moreover, the bureaucratic nomenclature of “Committee on Committees” is disincentivizing and confusing.

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**Bylaws Amendment #3**

Article V, Section 7 of the NCA Bylaws establishes the NCA Resolutions Committee. The Executive Committee recommends the following amendment to Article V, Section 7 of the NCA Bylaws:

**Section 7. Resolutions Committee.**

A. **Members.** The Resolutions Committee shall consist of a Chair and five members elected by the Legislative Assembly from among the Legislative Assembly members from a slate of candidates developed by the Committee on Committees. The Chair shall be selected from among the first and second year members of the Resolutions Committee to serve a term of one year. Resolutions Committee members shall have staggered three-year terms.

B. **Duties.** The Resolutions Committee shall be responsible for reviewing proposed public statements and providing related recommendations to the Legislative Assembly.

**Rationale:** The Executive Committee believes that this requirement may function as a barrier to recruitment of qualified, willing individuals to serve on the NCA Resolutions Committee. There’s nothing particular to the committee’s work that requires or would benefit from LA membership and this requirement is not found in any of the other standing committee membership qualifications.
New Interest Group Proposals

At its June and September meetings, the NCA Executive Committee considered three proposals for the formation of new divisions. Article VII, Section 4 of the NCA Bylaws provides for the creation of new interest groups:

Section 4. Creation. Divisions and Sections may be created by the Legislative Assembly upon receipt of petitions signed by at least 200 members of the Association. Caucuses may be created by the Legislative Assembly in response to petitions signed by at least 50 members of the Association.

Petitions of signatures for each of the three new divisions were certified by the National Office; the Executive Committee makes the following recommendations to the Legislative Assembly:

1. Speech and Communication Anxieties Division—The proposed division is forwarded to the Legislative Assembly without Executive Committee endorsement.
2. Communication and the Military Division—The proposed division is forwarded to the Legislative Assembly with an endorsement from the Executive Committee.
3. The Chinese Communication Studies Division—The proposed division is forwarded to the Legislative Assembly with an endorsement from the Executive Committee.

Speech and Communication Anxieties Division Proposal

Presented by: Dr. Suzy Prentiss, Past Chair Basic Course Division, former Chair Communication Apprehension and Competence Division

I. Background/History

In 2014, the National Communication Association (NCA) celebrated its Centennial during the 100th annual convention in Chicago. At that conference, a special series was created to highlight this milestone. As part of the series, the (former) Communication Apprehension and Competence Division presented a panel discussion examining, “The Presence of Communication Apprehension and Competence at NCA at 100: How we honor the past by building multi-disciplinary connections of inquiry, scholarship, and pedagogy to shape the present and strengthen the future.” During that session, I shared the history of NCA (as detailed on the NCA website), a history strongly tied to public speaking and the anxiety that accompanies it, both then and now. As a panel, we discussed how this link is still central to our NCA mission today and advocated for the continued study of this area of inquiry for our students, our scholarship, and our discipline. In January 2017, due to low membership numbers, the Communication Apprehension and Competence Division was dissolved. There was no programming for the 2017 Convention; however, speech anxiety was represented in a variety of sessions sponsored by a number of divisions. In Dallas, in just 4 days, I was able to secure signatures of over 100 NCA members in support of the redesign of this critical area of interest. I proudly present for your consideration the proposal for the new Speech and Communication Anxieties Division.

According to the NCA website, “NCA’s long and rich history reflects shifts in the priorities and interests of Communication scholars, researchers, and professionals. Various name changes reflect the association’s evolution over more than a century.” Our journey began in 1914 as the National Association of Academic Teachers of Public Speaking by seventeen speech teachers concerned about speech instruction
and, according to our website, “that initial interest in public speaking and persuasion still remains fundamental to the Communication discipline.” We all know that where there is public speaking, in any of its forms, there is speech anxiety. As a professional association committed to the rich tradition of the Communication discipline and its impact, we must support a division that maintains that focus on speech anxiety. In 1923, with more of an emphasis on rhetoric and contemporary thought, we become the National Association of Teachers of Speech, a title that would last until 1945. Our third version also highlights an emphasis on speech as we became the Speech Association of America in 1946. At this time, attention shifted to include the pedagogy and classroom instruction of speech and communication classes. In 1997, in an effort to become more of an international organization with a broader reach, we became the National Communication Association and, for the first time in our history, neither the words “Public Speaking” nor the term “Speech” were in our name.

Since the inception of our current name, many changes have taken place in the communication discipline, including the explosion of technology, General Education initiatives, and campus funding models. All of these impact our Basic Course, which despite its numerous variations, still focuses predominately on public speaking. It is in these basic course classrooms, which Dr. Steven Beebe referred to as our “front porch” (Spectra, 2013) that students face their speech anxiety. It is imperative that we have an intellectual community dedicated to the pedagogy, research and scholarship surrounding speech anxiety. This new division will move beyond the physiological factors behind anxiety and report scores and will, instead, explore speech and communication anxieties associated with new and emerging communication challenges reflective of our students, our campuses, and our discipline. Highly speech anxious students may be more likely to drop, fail or perform poorly in a Basic Course which then may influence retention, selection of major, and graduation rates.

What does speech anxiety look and feel like today? What can we do to help students learn to effectively manage those challenges? Are highly speech anxious students more or less likely to gravitate toward an online or hybrid public speaking course and, if they do, are they more or less likely to thrive in such an environment? What about our students managing disabilities or learning challenges, how do they respond in our Basic Course and what can we do to help them share their stories in meaningful ways? These questions and many more can be answered through the meaningful study of speech and communication anxieties. This new Division can attract accomplished scholars, encourage teachers of our “front porch” courses and ignite a passion among promising undergraduate and graduate students. This is an area in which what we research, publish, and practice can and will “do good.”

It is also important to note that, though, speech anxiety is intertwined within our history and our Basic Course, the proposed Division includes an expansion of communication anxieties. This addition will invite multi and interdisciplinary collaboration as we explore how speech anxiety manifests and exists in a variety of communication arenas. Within these collaborations there is considerable opportunity for research, scholarship, publication, presentation, and application across divisions within our discipline. We could, for example, investigate if self-defined “gamers” tend to have higher speech and/or communication anxiety. We could examine how speech and communication anxiety impact difficult health-related conversations. We may study if high speech anxiety negatively impacts professional mobility. Do some people pass on opportunities for promotions if the new position involves public speaking? We could research how speech and communication anxiety impact the classroom, both in terms of quality of experience for students and instructor confidence. We could study training implications.

II. Rationale

A. The need for a new interest group

Public speaking is an important skill and a mainstay of most General Education or Core Curriculum requirements. For a majority of students, the idea of standing in front of an audience delivering a speech
causes a lot of anxiety. For some, this energy is manageable while for others it is debilitating. This anxiety is not limited to public speaking; however, and can manifest itself in almost any communication situation. Since our inception as an association we have focused on public speaking or speech and the anxiety that, inevitably, accompanies it. Whether we call it anxiety, apprehension, or reticence, we need to study it to help our students manage it. This anxiety holds students back from sharing their stories, talents, and opinions and from becoming truly effective communicators. This group will support the research, pedagogy and advocacy efforts of our colleagues committed to better understanding the student experience with speech and communication anxiety in a variety of context.

B. How the new interest group is distinct and how its focus is not being addressed by current NCA interest groups

As presented, the new interest group would have ties to many current divisions, most notably the Basic Course. No other division, though, highlights as a primary focus speech and communication anxiety and this area of inquiry deserves and demands the full efforts of a dedicated division. Though other divisions may examine speech and communication anxiety as ancillary variables or areas of influence, none focus on it as the primary area of study. In this current climate, where we see overall anxiety levels rise, increase pressure on our students, and additional demands on our courses and instructors, this is the perfect time to invest in this area and send a message of validation and support.

C. Why it makes sense to focus on this area independently

With concern that my response may hurt the chances of our becoming a division, I will assert that the motivation should not be that we “focus on this area independently” but that we, instead, do so collaboratively. One of the greatest benefits of attending our annual convention is the opportunity to network and collaborate, to connect and engage with others to share ideas, find answers to questions, and find new questions to ask. Truthfully, this was missing for many of us at the 2017 conference without the Communication Apprehension and Avoidance Division. For those of us who work with speech anxious students or who deal with communication anxiety in the classroom or in a research study, there was a void in Dallas. Listening to complete research papers that have been peer reviewed is an important component of conference attendance but attending panels, sharing GIFTS, and engaging during Scholar to Scholar sessions are valuable, as well. This new Division would actively seek to partner with other Divisions, submit to special theme programming, and design sessions that would support collaboration and engagement among practitioners and scholars.

D. Where anticipated members are currently focusing their work within the interest group structure

Narratively, I know that many of my colleagues from the former Communication Apprehension and Avoidance Division have presented their work within other divisions, such as the Basic Course, Instructional, and Interpersonal while others have seemed to abandon this area of inquiry to be able to present their work. NCA members interested in this new division are affiliated throughout the association and represent Divisions, Sections and Caucuses. For instance, petition signers represent the Basic Course and Instructional Divisions, Communication Centers section, and Disability Issues caucus. Additionally, we have presented well-attended speech anxiety programming the past three years as pre-conferences and short courses. There is definite support for this programming area and that can continue to grow with a dedicated “home.”

III. Considerations

A. Are there other associations that serve this constituency? Regional and state associations probably serve this area a bit better as they tend to highlight classroom application rather
than just research endeavors. AACU has spent a lot of resources highlighting the importance of General Education which our Basic Course is usually involved in so the importance of this area of inquiry should be supported.

B. Any additional evidence for the need for a new interest group? Again, it took four days to solicit the 100+ required signatures, proof of the support for this division.

Communication and the Military Division Proposal

Rationale for the Proposed Division

Scholarship exploring communication perspectives about the military has burgeoned in recent years (see Sahlstein Parcell & Webb’s 2015 edited volume “A communication perspective on the military: Interactions, messages, and discourse,” Peter Lang). At the 2017 NCA convention, papers and panels on communication and the military were presented in seven different NCA interest groups as well two affiliated organizations (Applied Communication Division, American Society for the History of Rhetoric, Asian/Pacific American Caucus, Association for Chinese Communication Studies, Communication Ethics Division, Family Communication Division, Interpersonal Communication Division, Mass Communication Division, and Student Section). Although exciting, one problem with scholarship being so dispersed is that scholars working in one section of the field (say, mass communication) often have no idea that scholars in other areas (say, rhetorical studies or family communication) are conducting relevant work as well. This dispersion inhibits efforts to promote scholarly, pedagogical or engagement efforts on military-focused topics that connect diverse NCA members.

Hence, the mission of the proposed Communication and Military Division is to promote scholarly, pedagogical, and service-related activities that highlight communication, messages, and discourses within and about the military. The primary purpose of the division is to bring NCA members who are working in this area together to help identify important issues, share knowledge, further understanding, and contribute to positive social changes concerning military-related topics. Topics include (but are not limited to) media and film framings of military-connected experiences, discourses that create and/or bridge military/civilian divides, computer-mediated communication by service members and their families; policy debates about military-related topics (e.g., women in combat, LGBTQ service members), rhetorical justifications for military interventions, and organizational structures and practices that empower student veterans. The division welcomes work from all epistemological, theoretical, and methodological perspectives that address these aims.

Distinctiveness of the Proposed Division

The proposed “Communication and Military” division is quite distinct from existing NCA interest groups. No existing NCA division takes the military as its primary focus even though individual communication scholars working from a variety of divisions are exploring military-focused topics (see rationale). Given the importance of the military in most societies, and interconnections between the military and other institutions (e.g., media, politics, family, health, religion), the proposed division highlights a vital focus for communication studies. Our discipline, with its emphasis on how communication constitutes social entities and realities, also is well positioned to offer unique perspectives about military-focused topics.

Impact of the Proposed Division on NCA and Existing Interest Groups

The proposed Communication and Military division offers several potential benefits to NCA and its members. For example, the division would strengthen opportunities for NCA members to engage in public programs (e.g., dissemination of evidence-based best practices for journalists covering military-related
topics or professionals working with military families) and/or participate in policy discussions regarding military-related issues in ways consistent with NCA’s mission. The division also could highlight opportunities for extramural funding (e.g., the NEH’s Dialogues about the Experience of War program, see https://www.neh.gov/grants/education/dialogues-the-experience-war) for which Communication scholars are well-qualified but currently underrepresented.

Given its distinctive topical focus, the proposed Communication and Military division should not have a major impact on existing NCA interest groups. NCA members are likely to “add” membership in the new division to their existing affiliations rather than leave divisions defined by theories or contexts (e.g., family, interpersonal, or mass communication, rhetorical and communication theory). Other NCA divisions with a topical focus (e.g., Communication and Law, Communication and Sport) are distinct enough that they should not be impacted in a major way by the new division. Scholarly associations such as the American Psychological Association have longstanding military-focused divisions (Division 19: Society for Military Psychology, see http://www.apa.org/about/division/div19.aspx) that have not detracted from the large number of other divisions in those associations.

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The Chinese Communication Studies Division Proposal

Proposal Committee Members:
Joyce Chen, Julie Zhu, Meina Liu, Chiaoning Su, and Patrick Shaou-Whea Dodge

Background/History

Over the last few decades, the world witnessed China’s transformation from a struggling nation to a global superpower. With a population of 1.4+ billion, China is now the world’s second largest economy. The rapid economic growth in China not only moved the most Chinese out of poverty in the shortest amount of time in history, but it also enabled the country to take an increasingly leading role on the global stage, reshaping many areas of international affairs, such as trade and currency, manufacturing, technological innovation, the film industry, geopolitics, and soft power maneuvers aimed to rebrand China to its global audience. Arguments about China’s rise range from predictions that the 21st century will belong to China to predictions that the U.S. and China will go to war. China’s economic rise, military buildup in the South China Sea, the Communist Party of China’s (CPC or Party hereafter) accumulation of political power, information censorship, and human rights violations have attracted intense international scrutiny. Consequently, understanding China’s role in global communication networks will stand among the most important calls for academic work in the twenty-first century, as we enter the next chapter of human society.

An increasing number of communication scholars strive to understand China’s global influences, both promising and despairing, as indicated by their National Communication Association (NCA) engagements. We had roughly 290 Chinese scholars/students present at the 2016 NCA Convention, and roughly 268 at the NCA’s 2017 Convention. China-related projects have been presented across various divisions, ranging from ancient history and collective memory to contemporary Internet activism, with 52 China-oriented projects presented in 2013, 76 in 2014, 56 in 2015, 48 in 2016, and 49 in 2017. Additionally, NCA launched a “Task Force to Foster International Collaborations in the Age of Globalization” three years ago, dedicated to internationalizing the discipline domestically, and to enhance international collaborations in terms of pedagogy, research, and conferences. Since then, task force members have worked with faculty members from various Chinese universities to hold international conferences in Beijing and launch Visiting Fellows Programs for Communication and Media Research.

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6 For example, see Martin Jacques, When China Rules the World: The End of the Western World and the Birth of a New Global Order (New York: Penguin Press, 2009); Graham Allison, Destined for War: Can America and China Escape Thucydides’s Trap (New York: Houghton Mifflin Harcourt, 2017);
Rationale

Seeing the rise of scholarly interest in China, we propose to establish the Chinese Communication Studies Division (CCSD). This new division aligns with the NCA’s mission to “promot[e] the widespread appreciation of the importance of communication in public and private life, the application of competent communication to improve the quality of human life and relationships, and the use of knowledge about communication to solve human problems,” specifically within US-China and US-China-global contexts. More specifically, the CCSD will examine Chinese communication processes across cultural, political, social, historical, interpersonal, organizational, and global contexts including but not limited to issues within and across Chinese society(ies), Chinese-Americans, sojourning or expatriate communities in China and the US, and their communication with people around the globe. The CCSD will promote creative dialogue, mutual understanding, and innovative practices that are inclusive of all theoretical perspectives, methodological approaches, and emergent communication technologies.

The CCSD will build upon and take up from the foundation previously established by the Association for Chinese Communication Studies (ACCS). Founded in 1991, the ACCS is a nonprofit professional and academic organization registered and headquartered in the United States. Since then, it has been an affiliate of the NCA, aiming to promote, enhance, and facilitate Chinese communication studies concerning mainland China, Taiwan, Hong Kong, Macao, and Chinese expatriate communities. Although ACCS has served as an important platform for Chinese communication scholars, the affiliate status has limited its growth, as members need to pay dues separately from their NCA membership dues, and often do not feel sufficiently integrated or supported.

For instance, ACCS receives roughly 6 slots of convention programing during NCA’s annual convention. It is nowhere near the number of slots needed to cover a broad range of communication issues involving Chinese culture, politics, history, economics, and media among the communities of greater China (including the Mainland, Taiwan, Hong Kong, Macau, Tibet, Xinjiang, and other countries and regions where Chinese expatriates reside). Very rarely do other divisions grant slots to scholarship that exclusively focus on greater China. Furthermore, overall submission numbers have increased over the past few years, and the acceptance rate is highly competitive. As a result, many scholars of Chinese communication studies choose other conference venues, such as the International Communication Association (ICA) and the Association for the Education of Journalism and Mass Communication (AEJMC) to present their research.

Having a division status for Chinese communication studies at NCA will not only provide members with a stronger platform for in-depth intellectual exchange on China related topics, but also help to bring Chinese communication scholars together and promote a stronger scholarly community. The numerous resources offered by NCA will provide them with stronger support in their pursuit of successful careers in teaching, scholarship, and service in their respective department/college/university and in local/regional communication organizations. Furthermore, the division status will offer new opportunities for leadership roles at the NCA Annual Convention—a critical step to increase diversity and build a stronger community among divisions in the communication discipline.

Currently, the ACCS has a strong following with roughly 100 members. Many of them identify this platform as their academic home where they can enthusiastically forge intellectual connections and comfortably seek support from those with similar cultural backgrounds and experiences. Each year, members of the ACCS actively participate at NCA in both panel discussions and a sit-down dinner along with a follow-up “happy hour” demonstrating the fusion and celebration of Western and Eastern traditions. The ACCS also provides various opportunities to encourage its members’ professional growth, such as the Dr. Ray Heisey Graduate Student Scholarship, the Thesis/Dissertation Award, and the Early Career Award. Recognizing its long-time leadership in Chinese communication studies, the ACCS received a $10,000 donation from Dr. Xiaosui Xiao from Hong Kong Baptist University in 2017 to establish a scholarship, the
Xiao-Wu Scholarship Fund. This funding will specifically promote scholarly excellence in rhetorical communication studies in the context of greater China.

Starting in 2016, the ACCS has held five online brown bag events via WeChat, an instant communication platform adopted by Chinese scholars and those studying China. Typically, an hour in length, four prestigious scholars lead these online discussions followed by Q&A. They address various issues concerning scholars in the field of Chinese communication, ranging from special research topics (e.g., health communication) to professional development and international collaboration. We have had strong support with 400+ WeChat scholar-users participating in these brown bag events, indicating a growing base of Chinese communication scholars and the need for more space and support for these types of connections and discussions. The establishment of the CCSD would fulfill this need, strengthening the current alliance between the ACCS and NCA, and further promoting NCA as a scholarly community dedicated to fostering international collaborations between the US and China.

**Distinctiveness from and impact on existing NCA interest groups**

In NCA, there are two divisions and one interest group that have accommodated the interests of Chinese communication studies. The International and Intercultural Communication Division (IICD) promotes research and teaching in intercultural, international, and intergroup (including interracial/interethnic) communication; and the Asian/Pacific American Communication Studies Division (APACD) aims to explore various cultural issues, politics, and strategies of engagement as well as examine power relationships among cultural communities within Asian/Pacific American culture. The Chinese Communication Association (CCA) is a sister/brother interest group established around the same time as ACCS but has a distinct focus. While most ACCS members focus on Chinese communication scholarship from traditional speech communication perspectives, such as rhetorical studies, interpersonal, organizational, intercultural, and health communication, etc., most CCA members specialize in areas related to journalism, mass communication, new media, advertising, and so on. While ACCS meets at the NCA annual conference, CCA conducts their activities primarily at ICA and AEJMC. With only two slots of convention programming from NCA, CCA members’ participation at the NCA annual conference has been limited. However, as communication processes become increasingly complex, there is a pressing need for Chinese communication scholars to cross sub-disciplinary boundaries and engage in open dialogue and exchange. A Chinese Communication Studies Division (CCSD) would be similar to the IICD and the APACD in its non-western groundings yet unique in terms of its roots in Chinese philosophical and rhetorical histories. The establishment of CCSD will integrate scholars interested in issues related to China and Chinese communication studies from diverse national, regional, and disciplinary backgrounds. It will likely increase NCA membership and provide NCA members with legitimate space to take up a critical lens with which to study China-related topics, recognizing an area of study that has otherwise been flattened or tokenized.

The formation of CCSD would also facilitate collaborations with other NCA divisions and interest groups to conduct comparative studies. For instance, CCSD could potentially work with the African American Communication and Culture Division to examine the representation of blackness in both the US and Chinese context. This topic deserves more scholarly attention in Chinese communication studies, especially after the controversial representation of Africans in a Chinese detergent TV commercial and in the 2018 CCTV Spring Gala. In addition, although the ACCS leadership will take an active role in managing the CCSD in the initial stage, as an independent interest group of NCA, the division will be open to collaboration and shared governance by any NCA member interested in Chinese communication studies, regardless of their affiliation with ACCS, CCA, or any other NCA division. The better integration across sub-disciplinary and organizational boundaries will allow Chinese communication scholarship to thrive to an unprecedented degree.

**Additional evidence of the need for a new interest group**
Long before the emergence of Chinese Communication Studies in US contexts, Chinese Studies in the US academy focused on language, literature, history, culture, politics, and economics. Many US universities have established research centers for Chinese Studies, including the Fairbank Center for Chinese Studies founded in 1955 at Harvard University; the Center for Chinese Studies at UC, Berkeley; the Cornell Institute for China Economic Research (CICER); the Kenneth G. Lieberthal and Richard H. Rogel Center for Chinese Studies founded in 1961 at the University of Michigan; the University of Southern California U.S.-China Institute; the University of Chicago Center in Beijing; the Tang Center for Herbal Medicine Research at the University of Chicago; and the Center for Chinese Legal Studies at Columbia University. More importantly, the Obama administration signed an agreement with China in May 2010 to send 100,000 American students to study in China by 2014 (Jones, 2013). In 2017 the NCA sponsored the Visiting Fellows Program for Communication and Media Research (VFP 2018-2021) collaboratively with the Communication University of China (CUC), indicating the importance of promoting communication between the US and China (National Communication Association, 2017).

**Conclusion**

The petition to establish a Chinese Communication Studies Division has received widespread support from Communication scholars from diverse national, regional, and sub-disciplinary backgrounds. As of today, a total of 409 Communication scholars signed the petition. Among them, 201 were verified to be current NCA members. As Dr. Elizabeth Brunner commented, “I can’t support this enough. Chinese Communication Studies will only become increasingly important in the years to come!” Dr. Steve Wilson echoed, “This would help with NCA’s efforts to globalize its focus.” Dr. Mary Fong, a long-time ACCS member, also commented: “the need to transform this association to division status is not only because of the membership increase, but [also] because the scholarship in Chinese Communication Studies has been prolific in the past 25 years.” Her statement reflects the essential need and motivation for developing this new interest group.

We hope this proposal offers clear information on the background and rationale for the establishment of CCSD and additional evidence on its potential impact on NCA at large. If approved, the CCSD will strive to promote teaching excellence and research prosperity, enhance academic exchange and international collaboration, facilitate career development of young scholars and graduate students, and build a sense of community among global scholars in the field of Chinese Communication Studies. This new division will bring Chinese communication scholars together as well as align with communication scholars affiliated with other NCA divisions interested in forming alliances and collaborations for peaceful futures of coexistence.
2018 Committee on Committees Report

Background: The Committee on Committees meets on Thursday afternoon of the convention to develop a slate of candidates for nomination. The 2018 Committee on Committees Chair, Stephen Hartnett, will announce the candidates to the LA and ask the LA to approve the slate.

Legislative Assembly
1) ___________________________
2) ___________________________

Nominating Committee Chair
1) ___________________________

Nominating Committee At-Large Member
Elected by the LA
1) ___________________________

Resolutions Committee
1) ___________________________
2) ___________________________
3) ___________________________

Resolutions Committee Chair
1) ___________________________

Educational Policies Board
1) ___________________________
2) ___________________________

Educational Policies Board Director-Elect
1) ___________________________

Finance Board
1) ___________________________

Publications Board
1) ___________________________
2) ___________________________

Research Board
1) ___________________________
2) ___________________________

Bernard J. Brommel Award for Outstanding Scholarship Or Distinguished Service In Family Communication Selection Committee
1) ___________________________

Diamond Anniversary Book Award Selection Committee
1) ___________________________
2) ___________________________
3) ___________________________
4) ___________________________

Donald P. Cushman Memorial Award for Student Scholarship Selection Committee
1) ___________________________

Douglas W. Ehninger Distinguished Rhetorical Scholar Award Selection Committee
1) ___________________________

Franklyn S. Haiman Award for Distinguished Scholarship In Freedom Of Expression Selection Committee
1) ___________________________

Gerald M. Phillips Award for Distinguished Applied Communication Scholarship Selection Committee
1) ___________________________

Golden Anniversary Monograph Award Selection Committee
1) ___________________________
2) ___________________________
3) ___________________________
Karl R. Wallace Memorial Award Selection Committee
1) __________________________

Leslie Irene Coger Award For Distinguished Performance Selection Committee
1) __________________________

Lilla A. Heston Award for Outstanding Scholarship in Interpretation and Performance Studies Selection Committee
1) __________________________

Marcella E. Oberle Award for Outstanding Teaching in Grades K-12 Selection Committee
1) __________________________

Mark L. Knapp Award in Interpersonal Communication Selection Committee
1) __________________________
2) __________________________

Michael and Suzanne Osborn Community College Outstanding Educator Award Selection Committee
1) __________________________

Professional Service Awards Selection Committee
1) __________________________
2) __________________________
3) __________________________

Stephen E. Lucas Debut Publication Award Selection Committee
1) __________________________

Committee on International Discussion and Debate
1) __________________________

Doctoral Education Committee
1) __________________________
2) __________________________
3) __________________________
4) __________________________

Leathers Fund Trustee Committee
1) __________________________
GOVERNING DOCUMENTS

NCA Strategic Plan

(Approved by the Executive Committee September 2009; revised September 2015)

Mission: The National Communication Association advances Communication as the discipline that studies all forms, modes, media, and consequences of communication through humanistic, social scientific, and aesthetic inquiry.

NCA serves the scholars, teachers, and practitioners who are its members by enabling and supporting their professional interests in research and teaching. Dedicated to fostering and promoting free and ethical communication, NCA promotes the widespread appreciation of the importance of communication in public and private life, the application of competent communication to improve the quality of human life and relationships, and the use of knowledge about communication to solve human problems. NCA supports inclusiveness and diversity among our faculties, within our membership, in the workplace, and in the classroom; NCA supports and promotes policies that fairly encourage this diversity and inclusion.

Goal 1: Cultivate Communication Research

Objective 1.1: Foster collaboration among researchers
Objective 1.2: Advocate for disciplinary research to policymakers, campus administrators, and the public

Goal 2: Enhance Communication teaching and learning

Objective 2.1: Support curricular development
Objective 2.2: Advocate for Communication education to policymakers, campus administrators, and the public

Goal 3: Disseminate knowledge about Communication

Objective 3.1: Maintain appropriate outlets for sharing Communication research within the discipline
Objective 3.2: Translate Communication research for public engagement

Goal 4: Facilitate professional development for Communication scholars and educators

Objective 4.1: Foster career advancement
Objective 4.2: Foster professional success in teaching, research, service, and administration
Objective 4.3: Advocate for inclusive, positive, just, and safe academic workplaces to policymakers, campus administrators, and the public
Goal 5: Manage the association effectively and efficiently

Objective 5.1: Maintain financial health and stability
Objective 5.2: Maintain appropriate member and staff human resources
Objective 5.3: Maintain appropriate risk management strategies
Objective 5.4: Modernize technological capabilities
Objective 5.5: Improve governance processes
Bylaws

National Communication Association

ARTICLE I: NAME AND PURPOSE

Section 1. Name. The name of this corporation shall be “National Communication Association” (hereinafter, “NCA” or “the Association”).

Section 2. Purpose.

A. The National Communication Association advances communication as the discipline that studies all forms, modes, media and consequences of communication through humanistic, social scientific and aesthetic inquiry. NCA serves the scholars, teachers, and practitioners who are its members by enabling and supporting their interests in research, teaching, and practice. Dedicated to fostering and promoting free, inclusive and ethical communication, NCA promotes the widespread appreciation of the importance of communication in public and private life, the application of competent communication to improve the quality and diversity of human life and relationships, and the use of knowledge about communication to solve human problems.

B. NCA has the goal of fostering and promoting a diverse and inclusive organization.

C. NCA is organized exclusively for charitable, educational and scientific purposes within the meaning of the Internal Revenue Code (IRC) Section 501(c)(3), as amended (or corresponding provisions of any subsequent federal tax laws).

D. No part of the net earnings of NCA shall inure to the benefit of, or be distributable to, its members, Directors, Officers, employees, or other private persons, except that NCA shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of IRC Section 501(c)(3) purposes.

ARTICLE II: MEMBERSHIP

Section 1. Membership Categories. NCA shall have the following individual membership categories: Retired, Student, Life, and Regular. In addition, NCA shall have the following group membership category: Department/Program.

A. Retired membership is open to any person interested in the Association’s purpose who has been a member of the Association for at least twenty-five years and is no longer working full time.

B. Student membership is open to any person interested in the Association’s purpose who is currently enrolled for higher education credit and does not have a terminal degree.

C. Life membership is open to any person interested in the Association’s purpose who does not fit into the categories of Retired or Student membership.

D. Regular membership is open to any person interested in the Association’s purpose who does not fit into the categories of Retired or Student membership.

E. Department/Program membership is open to any department or program at an institution of higher education with an interest in the Association’s purpose.
Section 2. Admission to Membership. Any individual or group that meets the qualifications of a membership category specified in Section 1 may be admitted to membership in accordance with policies and procedures established by the Executive Committee of the Legislative Assembly.

Section 3. Rights and Responsibilities.
   A. An individual member shall have the right to vote and hold elected or appointed office as specifically provided in these Bylaws. All individuals serving in leadership positions including, but not limited to, Officers, Directors, or members of any committee shall be required to hold membership in the Association.
   B. In order to maintain membership status, an individual or group member shall pay annual dues by the member’s renewal date. Dues for each membership category shall be established by the Legislative Assembly.
   C. Privileges and responsibilities of each membership category shall be established by the Executive Committee of the Legislative Assembly.

ARTICLE III: LEGISLATIVE ASSEMBLY

Section 1. Members. The Legislative Assembly shall consist of the following representatives, which representatives are sometimes referred to in these Bylaws as “Directors”:
   A. President.
   B. First Vice President.
   C. Second Vice President.
   D. Immediate Past President.
   E. Second Vice President Elect.
   F. Executive Director (non-voting).
   G. Members of the Finance Committee.
   H. Publications Council Chair.
   I. Research Council Chair.
   J. Teaching and Learning Council Chair.
   K. Diversity Council Chair.
   L. A number of representatives from each Interest Group, determined in accordance with Section 2(G) below.
   M. Editor of each official Journal of the Association.
   N. Nine At-Large Directors.
   O. Six Directors appointed by the Legislative Assembly according to appointment procedures adopted by the Legislative Assembly; selection to recognize emerging interests and critical problems and to achieve a balanced representation of teaching levels, ethnic and minority group interests, sex, age, and academic status.
   P. Three Directors from each of the four regional communication associations (Central States Communication Association, Eastern Communication Association, Southern States Communication Association, and Western States Communication Association).
   Q. National States Advisory Council representative.
   R. Association of Communication Administration Executive Committee representative.

Section 2. Election and Terms.
   A. The President shall, after a one-year term, succeed to the office of Immediate Past President. The Immediate Past President shall serve for a term of one year.
B. The First Vice President shall, after a one-year term, succeed to the office of President.
C. The Second Vice President shall, after a one-year term, succeed to the office of First Vice President.
D. The Second Vice President-Elect shall be elected by plurality vote of individual members and shall become the Second Vice President when the current Second Vice President succeeds to the office of First Vice President. A quorum shall consist of $1/20^{th}$ of the individual membership. The ballot for the Second Vice President election shall be developed by the Nominating Committee.
E. The Finance Directors shall be elected by the Legislative Assembly for a term of three years. Terms of the Finance Directors are staggered and one Finance Director shall be elected each year. The Committee on Committees will provide a slate to the Legislative Assembly for approval after consultation with the Finance Committee. The Finance Committee Chair shall be the Finance Director serving the third year of the three year term.
F. The Chairs of the Publications Council, Research Council, Teaching and Learning Council, and Diversity Council shall each be elected by the Legislative Assembly for a term of three years. The Committee on Committees will provide a slate to the Legislative Assembly for approval.
G. The representatives from each Interest Group, the number of which representatives shall be determined according to clauses (a) through (e) below depending on the size of the Interest Group, shall be appointed to the Legislative Assembly by that Interest Group for terms of one year.
   a. Divisions and Sections with fewer than 500 members have 2 representatives.
   b. Divisions and Sections with 500-999 members have 3 representatives.
   c. Divisions and Sections with 1,000-1,499 members have 4 representatives.
   d. Divisions and Sections with 1,500 or more members have 5 representatives.
   e. Each Caucus has one representative.
H. The Editors of the official Journals of the Association shall each be elected by the Legislative Assembly for a term of three years. The Publications Council will provide a slate to the Legislative Assembly for approval.
I. The At-Large representatives on the Legislative Assembly shall be elected by plurality vote of individual members of the Association for a term of three years. A quorum shall consist of $1/20^{th}$ of the individual membership. Three (3) of these At-Large representatives shall be elected each year. The ballot for the at-large representatives on the Legislative Assembly election shall be developed by the Nominating Committee. No member shall be eligible to serve two consecutive full terms as an At-Large representative.
J. The six individual representatives appointed by the Legislative Assembly shall serve staggered terms of three years, such that two of these representatives shall be appointed each year.
K. The representatives from the four regional associations, the National States Advisory Council representative, and the Association of Communication Administration Executive Committee representative shall each be appointed to the Legislative Assembly by their respective association or council for terms of three years.
Section 3. Duties. The Legislative Assembly shall exercise fiduciary responsibility over the affairs of NCA and is responsible for the overall strategic direction and policymaking of the Association.

Section 4. Meetings.
A. The Legislative Assembly shall meet at least annually at or around the national convention.
B. The agenda shall be determined by the President in consultation with the Executive Director. The Legislative Assembly will approve the agenda at the start of the meeting.
C. The President shall preside at meetings.
D. A quorum shall consist of a majority of the members of the Legislative Assembly.
E. The Legislative Assembly may hold meetings using telephone or electronic means that allow participants to actively deliberate with each other. The Legislative Assembly may also take action by written consent of the majority of the Legislative Assembly, including using email.
F. Legislative Assembly meetings shall be open to all NCA members.

Section 5. Vacancies.
A. A vacancy in the office of President, First Vice President, Second Vice President, or Second Vice President Elect shall be filled for the balance of the term in which the vacancy occurred by appointment of the Executive Committee of the Legislative Assembly. The person so appointed to fill such vacancy, after the conclusion of that term, shall not automatically succeed to subsequent office as set forth in Section 2(A), (B) and (C), respectively. Rather, such subsequent office shall be filled by member vote, following the same procedures as set forth in Section 2(D) for the Second Vice President election.
B. A vacancy in the office of Immediate Past President may be filled by appointment of the Officers from the pool of past Presidents of the Association.
C. Vacancies among the nine at-large and six appointed representative positions (described above in Section 1(A)(n) and (o), respectively) may be filled by appointment of the Executive Committee of the Legislative Assembly. Members selected to fill these vacant positions shall complete the balance of the calendar year in which the position became vacant. The position will then be filled for the remainder of the term, if any, following the process described in Section 2 above usually used to fill the position.
D. Vacancies among the representatives of Interest Groups, the four regional associations, the National States Advisory Council and the Association of Communication Administration Executive Committee may be filled in the same manner as the original representative was appointed.

Section 6. Committees
A. Executive Committee of the Legislative Assembly. The Executive Committee shall consist of the following members: President, First Vice President, Second Vice President, Immediate Past President, three Finance Committee Members, Publications Council Chair, Research Council Chair, Teaching and Learning Council Chair, Diversity Council Chair, and Executive Director (non-voting). The Executive Committee shall administer the policies of the Legislative Assembly and shall, between annual meetings of the Assembly, serve as the chief administrative authority of the Association. The Executive Committee shall have authority to set association fees other than membership dues and to
establish standing rules and procedures to govern the conduct of elections. The Executive Committee shall meet regularly. The agenda of meetings shall be determined by the President in consultation with the Executive Director. The Executive Committee may hold meetings using telephone or electronic means that allow participants to actively deliberate with each other. The Executive Committee may also take action by written consent of 2/3 of the Executive Committee, including using email.

B. Finance Committee. The Finance Committee shall consist of the Finance Committee Chair and the two other Finance Directors. The Finance Committee is responsible for providing guidance and information to the Legislative Assembly on the financial affairs of the Association, and shall have such other responsibilities as are established from time to time by the Legislative Assembly or Executive Committee of the Legislative Assembly. The Finance Committee shall meet regularly. The agenda of meetings shall be determined by the Finance Committee Chair in consultation with the Executive Director. The Finance Committee may hold meetings using telephone or electronic means that allow participants to actively deliberate with each other. The Finance Committee may also take action by written consent of 2/3 of the Finance Committee, including using email.

ARTICLE IV: OFFICERS

Section 1. Officers. The Officers of the Association shall be the President, First Vice President, Second Vice President, Immediate Past President, Treasurer, and Secretary. The President, First Vice President, Second Vice President, and Immediate Past President shall be elected and assume such offices in the manner set forth in Article 3. The office of Treasurer shall be held by the Finance Committee Chair and the office of Secretary shall be held without vote by the Executive Director.

Section 2. Duties.
A. President. The President shall preside at all meetings of the Legislative Assembly and the Executive Committee of the Legislative Assembly and shall perform all duties incident to the office of President and such other duties as may be prescribed by the Legislative Assembly.
B. First Vice President. The First Vice President shall perform the duties of the President during such time as the President is unable or unwilling to perform the same, shall be in charge of the planning of the program for the annual convention, and shall perform such other duties as may be assigned by the President or by the Legislative Assembly.
C. Second Vice President. The Second Vice President shall perform the duties of the First Vice President during such time as the First Vice President is unable or unwilling to perform the same, and shall perform such other duties as may be assigned by the President or by the Legislative Assembly.
D. Immediate Past President. The Immediate Past President shall perform such duties as may be assigned by the President or by the Legislative Assembly.
E. Treasurer. The Treasurer shall perform all duties incident to the office of Treasurer and shall perform such other duties as may be assigned by the President or Legislative Assembly.
F. Secretary. The Secretary shall perform all duties incident to the office of Secretary and shall perform such other duties as may be assigned by the President or Legislative Assembly.

ARTICLE V: STANDING COMMITTEES

Section 1. Committee on Committees.

A. Members. The Committee on Committees shall consist of the following members: Immediate Past President, President, First Vice President, Second Vice President, four At-Large representatives appointed by the Legislative Assembly from among the current members of the Legislative Assembly, four At-Large members elected by vote of the individual membership of NCA, and Executive Director (non-voting). The At-Large representatives appointed by the Legislative Assembly and the At-Large representatives elected by the individual NCA membership shall serve staggered two year terms, with two representatives appointed by the Legislative Assembly and two representatives elected by the individual membership of NCA each year. The Immediate Past President shall serve as Chair of the Committee.

B. Duties. The Committee on Committees shall develop a slate of candidates for the following positions, such slate subject to election by the Legislative Assembly: Finance Committee member; Chairs and members of the Publications Council, Research Council, Teaching and Learning Council, Resolutions Committee, and Convention Committee; Chair of the Diversity Council; Nominating Committee at-large member and Nominating Committee Chair; and members of award selection committees unless otherwise specifically provided in applicable award agreements. In addition, the Committee on Committees shall develop a slate of candidates for four Nominating Committee at-large members, such candidates subject to election by the NCA membership.

Section 2. Nominating Committee.

A. Members. The Nominating Committee shall consist of the following members, each of whom shall serve one year terms:

a. The Chair of the Nominating Committee, who shall be elected by the Legislative Assembly from the candidates selected by the Committee on Committees, as set forth in Section 1(B) above.

b. One representative chosen by each Interest Group.

c. The Diversity Council Chair.

d. One representative from each of the four regional associations represented on the Legislative Assembly, chosen by each regional association.

e. Four at-large members elected by the full voting NCA membership from the slate of candidates developed by the Committee on Committees, as set forth in Section 1(B) above.

f. One at-large member elected by the Legislative Assembly from the candidates selected by the Committee on Committees, as set forth in Section 1(B) above.

B. Duties. Each year, the Nominating Committee shall prepare a ballot for the election of the Second Vice President, three at-large members of the Legislative Assembly, and two at-large members of the Committee on Committees to be elected by the full voting NCA membership.
A. Members. The Publications Council shall consist of a Chair and six members elected by the Legislative Assembly from a slate of candidates developed by the Committee on Committees. The Committee on Committees will consult with the Publications Council during the selection process. The Publications Council Chair and Council members shall serve for a term of three years. Terms of the members of the Publications Council shall be staggered, such that terms of two members shall expire each year.

B. Duties. The Publications Council shall be responsible for supporting the Association’s publishing program, including recommending editors to the Legislative Assembly for the Association’s Journals and filling Journal editor vacancies as necessary.

Section 4. Research Council.
A. Members. The Research Council shall consist of a Chair and six members elected by the Legislative Assembly from a slate of candidates developed by the Committee on Committees. The Committee on Committees will consult with the Research Council during the selection process. The Research Council Chair and Council members shall serve for a term of three years. Terms of the members of the Research Council shall be staggered, such that terms of two members shall expire each year.

B. Duties. The Research Council shall be responsible for supporting the creation and dissemination of knowledge about communication.

Section 5. Teaching and Learning Council.
A. Members. The Teaching and Learning Council shall consist of a Chair and six members elected by the Legislative Assembly from a slate of candidates developed by the Committee on Committees. The Committee on Committees will consult with the Teaching and Learning Council during the selection process. The Teaching and Learning Council Chair and Council members shall serve for a term of three years. Terms of the members of the Teaching and Learning Council shall be staggered, such that terms of two members shall expire each year.

B. Duties. The Teaching and Learning Council shall be responsible for supporting disciplinary pedagogy.

A. Members. The Diversity Council shall consist of a Chair and one representative from each of the Association’s Caucuses. The Chair of the Diversity Council shall be elected by the Legislative Assembly from a slate provided by the Committee on Committees for a term of three years. The Committee on Committees will consult with the Diversity Council during the selection process. Each of the Association’s caucuses shall elect one of its members to serve on the Diversity Council for a term of three years. Terms of the Diversity Council members shall be staggered.

B. Duties. The Diversity Council is responsible for monitoring and making recommendations to enhance the diversity of the Association.

Section 7. Resolutions Committee.
C. Members. The Resolutions Committee shall consist of a Chair and five members elected by the Legislative Assembly from among the Legislative Assembly members from a slate
of candidates developed by the Committee on Committees. The Chair shall be selected from among the first and second year members of the Resolutions Committee to serve a term of one year. Resolutions Committee members shall have staggered three year terms.

D. Duties. The Resolutions Committee shall be responsible for reviewing proposed public statements and providing related recommendations to the Legislative Assembly.

Section 8. Convention Committee.
A. Members. The Convention Committee shall consist of a Chair and five members elected by the Legislative Assembly from a slate of candidates developed by the Committee on Committees. The Chair shall be selected from among the first and second year members of the Convention Committee to serve a term of one year. Convention Committee members shall have staggered three year terms.
B. Duties. The Convention Committee shall be responsible for providing recommendations on issues related to convention locations.

Section 9. Meetings.
A. Meetings of any Standing Committee may be called by the chair of the committee or by any two members of the committee. The date, location, and agenda of the meetings shall be determined by the committee chair.
B. A quorum shall consist of a majority of the standing committee members.
C. Standing committees may hold meetings using telephone or electronic means that allow participants to actively deliberate with each other. Committees can also take action by written consent of 2/3 of the Committee, including using email.

Section 10. Vacancies. Standing committee vacancies may be filled by the Executive Committee of the Legislative Assembly. Members selected to fill vacant positions shall complete the balance of the term which became vacant.

ARTICLE VI: EXECUTIVE DIRECTOR

Authority for the day-to-day management of the Association shall be vested in an Executive Director whose employment and termination shall be the responsibility of the Executive Committee of the Legislative Assembly. The Executive Director shall have such authority and duties as are determined by the Executive Committee of the Legislative Assembly. The Executive Director shall be responsible for hiring and termination of staff and paid contractors.

ARTICLE VII: INTEREST GROUPS

Section 1. Divisions. Interest groups for members with shared focus on particular topics of substantive study shall be known as Divisions.

Section 2. Sections. Interest groups for members sharing common professional settings shall be known as Sections.
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.

Section 4. Creation. Divisions and Sections may be created by the Legislative Assembly upon receipt of petitions signed by at least 200 members of the Association. Caucuses may be created by the Legislative Assembly in response to petitions signed by at least 50 members of the Association.

Section 5. Dissolution. Any Division or Section failing for two consecutive years to maintain at least 100 members shall be dissolved. The Legislative Assembly shall have authority to dissolve Caucuses.

Section 6. Convention. Each Interest Group will have a role in planning the program for the annual convention.

ARTICLE VIII: PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert’s Rules of Order Newly Revised shall govern NCA in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order NCA may adopt.

ARTICLE IX: MISCELLANEOUS

Section 1. Conflict of Interest. The Association shall maintain a conflict of interest policy and annual disclosure process that shall apply to all Directors and Officers and any other individuals specified by the Executive Committee of the Legislative Assembly.

Section 2. Indemnification. NCA will indemnify employees, Officers, Directors, and volunteers as determined by the Executive Committee of the Legislative Assembly and based on facts and circumstances.

Section 3. Dissolution. Upon the dissolution of NCA, all of its assets and property of every nature and description remaining after the payment of all liabilities and obligations of NCA shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, as amended (or corresponding provisions of any subsequent federal tax laws), consistent with the purposes of NCA, as determined by the Legislative Assembly.

ARTICLE X: AMENDMENTS

Section 1. Proposed Amendments. Proposed amendments to these Bylaws shall be submitted for a vote of the Legislative Assembly upon:

D. A petition signed by at least twenty percent (20%) of individual members submitted to the President at least 90 days prior to a meeting of the Legislative Assembly, or

E. A petition signed by at least twenty percent (20%) of the members of the Legislative Assembly submitted to the President at least 90 days prior to a meeting of the Legislative Assembly, or
F. A majority vote of the Executive Committee of the Legislative Assembly.

Section 2. Adoption. A two-thirds vote of the Legislative Assembly shall be required for adoption of an amendment to these Bylaws.