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# Meetings of the NCA Legislative Assembly

## November 2019

### Baltimore, Maryland

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**Presiding: Star Muir, President**

Wednesday, November 13, 12:00-4:00 p.m.; Holiday Ballroom 6, Hilton Baltimore  
Saturday, November 16, 8:00-10:00 a.m.; Holiday Ballroom 6, Hilton Baltimore



NATIONAL  
COMMUNICATION  
ASSOCIATION

1765 N Street, NW  
Washington, DC 20036  
Phone 202.464.4622 • [www.natcom.org](http://www.natcom.org)

## 2019 MEETING OF THE NCA LEGISLATIVE ASSEMBLY

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## Orientation Materials

### Annual Legislative Assembly Meeting

The Legislative Assembly (LA) meets 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 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 Leadership Development Committee (LDC) and vote on a slate of candidates brought to the group by the LDC. 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 affirmative and one negative speech on a debatable motion.
7. During debate on a motion, affirmative and negative 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 an 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.

## 2019 Legislative Assembly Membership

(as of October 14, 2019; 163 Slots; 159 Members)

(\*Representing more than one LA slot)

<b>Name</b>	<b>Affiliate/Interest Group/Office</b>
<b>Del Gandio, Jason</b>	Activism and Social Justice Division
<b>Parker, Patricia</b>	Activism and Social Justice Division
<b>Anderson, Kami J.</b>	African American Communication and Culture Division
<b>Johnson, Amber Lauren</b>	African American Communication and Culture Division
<b>Scatliff O'Grady, Julia</b>	American Studies Division
<b>Young, Joshua</b>	American Studies Division
<b>Lancaster, Alexander L.</b>	Applied Communication Division
<b>Smulowitz, Stacy</b>	Applied Communication Division
<b>Wendorf Muhamad, Jessica</b>	Applied Communication Division
<b>Outzen, Christopher P.</b>	Argumentation and Forensics Division
<b>Wideman, Stephanie L.</b>	Argumentation and Forensics Division
<b>Sastry, Shaunak</b>	Asian / Pacific American Caucus
<b>de Souza, Rebecca</b>	Asian / Pacific American Communication Studies Division
<b>Washington, Myra S.</b>	Asian / Pacific American Communication Studies Division
<b>Sterk, Helen</b>	Association for Communication Administration
<b>Bochantin, Jaime E.</b>	At-Large 2016
<b>Pham, Vincent N.</b>	At-Large 2016
<b>Rowe, Desiree</b>	At-Large 2016
<b>Hayes, Rebecca A.</b>	At-Large 2017
<b>McCann, Bryan J.</b>	At-Large 2017
<b>Triece, Mary E.</b>	At-Large 2017
<b>Jones, Susanne M.</b>	At-Large 2018
<b>Knight, Kendra</b>	At-Large 2018
<b>Lengel, Lara*</b>	At-Large 2018
<b>LeFebvre, Luke</b>	Basic Course Division
<b>Ruiz-Mesa, Kristina</b>	Basic Course Division
<b>Stephenson, D.L.</b>	Black Caucus
<b>Veksler, Alice E.</b>	Caucus on Lesbian, Gay, Bisexual, Transgender and Queer Concerns
<b>Daggs, Joy L.</b>	Central States Communication Association
<b>Spates, Stephen</b>	Central States Communication Association
<b>Wang, Tiffany R.</b>	Central States Communication Association
<b>Amaro, Lauren</b>	Communication and Aging Division
<b>Price, Katey A.</b>	Communication and Aging Division
<b>Arneson, Pat*</b>	Communication and Law Division
<b>Morris, Pamela</b>	Communication and Law Division
<b>Banas, John</b>	Communication and Social Cognition Division
<b>Shaw, Allison Z.</b>	Communication and Social Cognition Division
<b>Armfield, Greg G.</b>	Communication and Sport Division

<b>Milford, Michael</b>	Communication and Sport Division
<b>John, Kevin K.</b>	Communication and the Future Division
<b>Novak, Alison Nicole</b>	Communication and the Future Division
<b>Nicholson, John</b>	Communication as Social Construction Division
<b>Tenzek, Kelly E.</b>	Communication as Social Construction Division
<b>Noltensmeyer, Candy</b>	Communication Assessment Division
<b>Waters, Susan E.</b>	Communication Assessment Division
<b>Ellis-Harrison, Erin</b>	Communication Centers Section
<b>May, Amy</b>	Communication Centers Section
<b>Leavitt, Michelle A.</b>	Communication Ethics Division
<b>Prellwitz, John H.</b>	Communication Ethics Division
<b>Davis, R.E.</b>	Community College Section
<b>Bovino, Thomas</b>	Community College Section
<b>Griffin, Rachel Alicia*</b>	Critical and Cultural Studies Division
<b>Kelly, Casey Ryan</b>	Critical and Cultural Studies Division
<b>Oh, David C.</b>	Critical and Cultural Studies Division
<b>Byrnes-Loinette, Kerry*</b>	Eastern Communication Association
<b>Hobson, Kathryn</b>	Eastern Communication Association
<b>Holden, Tracey Quigley</b>	Eastern Communication Association
<b>Hanan, Josh</b>	Economics, Communication, and Society Division
<b>Kurr, Jessica A.</b>	Economics, Communication, and Society Division
<b>Wright, Courtney N.</b>	Elementary and Secondary Education Section
<b>Yastremski, David A.</b>	Elementary and Secondary Education Section
<b>Lerstrom, Alan C.</b>	Emeritus/ Retired Members Section
<b>Trent, Judith S.</b>	Emeritus/ Retired Members Section
<b>Hunt, Kathleen P.</b>	Environmental Communication Division
<b>Pezzullo, Phaedra C.</b>	Environmental Communication Division
<b>Boylorn, Robin</b>	Ethnography Division
<b>Lindemann, Kurt</b>	Ethnography Division
<b>Corbo, Angela</b>	Experiential Learning in Communication Division
<b>Friesen, Karyn I.</b>	Experiential Learning in Communication Division
<b>Rossetto, Kelly R.</b>	Family Communication Division
<b>Suter, Elizabeth A.</b>	Family Communication Division
<b>Enck, Suzanne</b>	Feminist and Women Studies Division
<b>Furgerson, Jessica L.</b>	Feminist and Women Studies Division
<b>Mack, Ashley Noel</b>	Feminist and Women Studies Division
<b>Johnson, Kevin A.</b>	Freedom of Expression Division
<b>Murray, Billie</b>	Freedom of Expression Division
<b>Bowman, Nicholas David</b>	Game Studies Division
<b>Orme, Stephanie L.</b>	Game Studies Division
<b>Eguchi, Shinsuke</b>	Gay, Lesbian, Bisexual, Transgender, and Queer Communication Studies Division

<b>McCune, Jeffrey Q.</b>	Gay, Lesbian, Bisexual, Transgender, and Queer Communication Studies Division
<b>Hollingshead, Andrea B.</b>	Group Communication Division
<b>Jameson, Jessica Katz</b>	Group Communication Division
<b>Magsamen Conrad, Kate</b>	Health Communication Division
<b>Nan, Xiaoli</b>	Health Communication Division
<b>Wong, Norman</b>	Health Communication Division
<b>Hall, Jeffrey A.</b>	Human Communication and Technology Division
<b>Ruppel, Erin K.</b>	Human Communication and Technology Division
<b>Byrnes-Loinette, Kerry*</b>	Instructional Development Division
<b>Goldman, Zachary</b>	Instructional Development Division
<b>Atay, Ahmet</b>	International and Intercultural Communication Division
<b>Chen, Yea-Wen</b>	International and Intercultural Communication Division
<b>Toyosaki, Satoshi</b>	International and Intercultural Communication Division
<b>King, Mary E.</b>	Interpersonal Communication Division
<b>Priem, Jennifer</b>	Interpersonal Communication Division
<b>Tetteh, Dinah</b>	Interpersonal Communication Division
<b>Maldonado, Jose Angel</b>	La Raza Caucus
<b>Kidwell, Mardi J.</b>	Language and Social Interaction Division
<b>Robles, Jessica S.</b>	Language and Social Interaction Division
<b>Hernandez, Leandra Hinojosa</b>	Latino/Latina Communication Studies Division
<b>Upton, Sarah</b>	Latino/Latina Communication Studies Division
<b>Dodge, Patrick Shaou-Whea</b>	Legislative Assembly, Elected 2016
<b>Wilson, Angela M.</b>	Legislative Assembly, Elected 2016
<b>Johnson, Alexis Zoe</b>	Legislative Assembly, Elected 2017
<b>Ohl, Jessy J.</b>	Legislative Assembly, Elected 2017
<b>Ghabra, Haneen</b>	Legislative Assembly, Elected 2018
<b>Yagnik, Arpan</b>	Legislative Assembly, Elected 2018
<b>Chattopadhyay, Sumana*</b>	Mass Communication Division
<b>Sanders, Meghan S.</b>	Mass Communication Division
<b>Tickton, Stanley D.</b>	Mass Communication Division
<b>Elton, Jessica</b>	Master's Education Section
<b>Robinson, Renee</b>	Master's Education Section
<b>Tomasovic, Susan</b>	National States Advisory Council
<b>Griffin, Rachel Alicia*</b>	NCA Diversity Council Chair
<b>Parry-Giles, Trevor</b>	NCA Executive Director (non-voting)
<b>Niles Goins, Marnel</b>	NCA Finance Committee Chair
<b>McKerrow, Raymie E.</b>	NCA Finance Committee Director
<b>Sims, Jeanetta D.</b>	NCA Finance Committee Director
<b>Ono, Kent A.</b>	NCA First Vice President
<b>Jackson, Ronald L.</b>	NCA Immediate Past President
<b>Muir, Star A.</b>	NCA President
<b>Barge, J. Kevin</b>	NCA Publications Council Chair

<b>Fenske, Mindy</b>	NCA Research Council Chair
<b>McMahan, David T.</b>	NCA Second Vice President
<b>Mandziuk, Roseann</b>	NCA Second Vice President-Elect
<b>Bowman, Jonathan M.</b>	Nonverbal Communication Division
<b>Trees, April</b>	Nonverbal Communication Division
<b>Dempsey, Sarah E.</b>	Organizational Communication Division
<b>Doerfel, Marya L.</b>	Organizational Communication Division
<b>Leonardi, Paul</b>	Organizational Communication Division
<b>Finney, Mark L.</b>	Peace and Conflict Communication Division
<b>Heist, Nora Lee</b>	Peace and Conflict Communication Division
<b>Flanagan, Lisa M.</b>	Performance Studies Division
<b>Gray, Jonathan M.</b>	Performance Studies Division
<b>Fritz, Janie Harden</b>	Philosophy of Communication Division
<b>Maier, Craig T.</b>	Philosophy of Communication Division
<b>Chattopadhyay, Sumana*</b>	Political Communication Division
<b>Warner, Benjamin</b>	Political Communication Division
<b>Flores, Lisa A.</b>	Public Address Division
<b>Maddux, Kristy</b>	Public Address Division
<b>Black, Laura W.</b>	Public Dialogue and Deliberation Division
<b>Ruminski, Elesha L.</b>	Public Dialogue and Deliberation Division
<b>Freberg, Karen June</b>	Public Relations Division
<b>Yang, Aimei</b>	Public Relations Division
<b>Calafell, Bernadette Marie</b>	Rhetorical and Communication Theory Division
<b>Corrigan, Lisa M.</b>	Rhetorical and Communication Theory Division
<b>Lozano, Nina Maria</b>	Rhetorical and Communication Theory Division
<b>Arneson, Pat*</b>	Southern States Communication Association
<b>Pyle, Andrew</b>	Southern States Communication Association
<b>Welch, Nakia S.</b>	Southern States Communication Association
<b>Hargrove, Tara D.</b>	Spiritual Communication Division
<b>Lengel, Lara*</b>	Spiritual Communication Division
<b>Bennett, Kiah E.</b>	Student Section
<b>Gomez, Logan Rae</b>	Student Section
<b>VanHorn, Shannon C.</b>	Teaching and Learning Council Chair
<b>Endres-Parnell, Prairie A.</b>	Theatre, Film, and New Multi-Media Division
<b>Lelek, Noah</b>	Theatre, Film, and New Multi-Media Division
<b>Diles, M. Laurie Norton</b>	Training and Development Division
<b>Priddis, DeAnne</b>	Training and Development Division
<b>Brown, Daniel S.</b>	Undergraduate College and University Section
<b>Cohn, Lora</b>	Undergraduate College and University Section
<b>Katsion, John</b>	Visual Communication Division
<b>Martin, Kelly Norris</b>	Visual Communication Division
<b>Colleen McGoff</b>	Western States Communication Association
<b>Nina Lozano-Reich</b>	Western States Communication Association
<b>Robert Stockton</b>	Western States Communication Association
<b>Feyh, Kathleen E.</b>	Women's Caucus

## 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.

Object 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 retaken 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 short break for a specified time or to 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/Amend 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.

## **Introductory Business**

### **Call to Order & Introductions**

NCA President Star Muir will preside over the meeting. The meeting will be called to order at 12:00 p.m. on Wednesday, November 14 and at 8:00 a.m. on Saturday, November 17 in Holiday Ballroom 6 of the Hilton Baltimore in Baltimore, Maryland. President Muir 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 13, 2019

12:00 PM	<p><b>INTRODUCTORY BUSINESS</b></p> <p>Call to Order &amp; Introductions ..... 10</p> <p>Credentials Report ..... 10</p> <p>Agenda ..... 11</p> <p><b>REPORTS</b></p> <p>In Memoriam ..... 12</p> <p>Association Updates/Reports ..... 13</p> <p><b>BUSINESS</b></p> <p>Election of Leadership Development Committee Positions ..... 56</p> <p>Affiliate Renewals ..... 57</p> <p>Financial Reports ..... 58</p> <p>Resolutions Committee/Public Statements ..... 63</p> <ul style="list-style-type: none"> <li>• Resolution Condemning White Supremacy in Political Discourse</li> </ul> <p>Bylaws Revision ..... 65</p> <ul style="list-style-type: none"> <li>• Strike Article III, Section 1, sub-section E</li> </ul> <p>New Interest Group Proposal..... 66</p> <ul style="list-style-type: none"> <li>• Communication and the Military Division</li> </ul>
4:00 PM	<p><b>ADJOURN FOR THE DAY</b></p>

### SATURDAY, NOVEMBER 17, 2019

8:00 AM	<p><b>INTRODUCTORY BUSINESS</b></p> <p>Call to Order ..... 10</p> <p>Credentials Report ..... 10</p> <p><b>BUSINESS (continued)</b></p> <p>Special Recognition ..... 70</p> <p>Report of the Leadership Development Committee ..... 72</p>
10:00 AM	<p><b>ADJOURN</b></p>

## 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:

- Goodwin “Goodie” Berquist
- Lorraine Branham
- Rudolph Busby
- Bryan Crow
- Donald Keith Darnell
- Lewis Donohew
- Robert Iltis
- Irwin Mallin
- Paul Messaris
- Maureen “Mo” Minielli
- Emily Rauscher
- Malcolm Sillars (NCA President, 1980)
- Holt “Spike” Spicer
- Rudy Verderber
- Robert O. Weiss
- D. Charles “Chuck” Whitney
- George Ziegelmüller

NCA also acknowledges and mourns the passing of U.S. Representative Elijah Cummings (D-MD) on October 17. Representative Cummings served in Congress for 23 years, representing Baltimore.

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

## Association Updates/Reports

Legislative Assembly and Executive Committee Minutes, 2018 & 2019

November 7, 2018 Executive Committee Meeting Minutes

**APPROVED**

### Minutes

National Communication Association  
Executive Committee Meeting  
November 7, 2018  
Salt Lake City, Utah

Participating in the meeting:

Ronald Jackson, President (presiding); Star Muir, First Vice President; Kent Ono, Second Vice President; Stephen J. Hartnett, Immediate Past President; David McMahan, Second Vice President Elect (non-voting); Justin Boren, Diversity 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. Not Present: Bonnie Dow, Publications Council Chair.

#### 1. Call to Order

President Jackson called the meeting to order at 8:45 a.m. Mountain time.

#### 2. Announcements, Updates, and Reports

Jackson presented gifts to the outgoing members of the EC.

Boren provided a summary of the Caucus Student Travel Grants.

Muir provided an update on convention planning and preparation.

Jackson led a discussion on the upcoming Legislative Assembly meeting. *A motion was made by Muir for the finance committee to investigate the possibility of NCA investing in socially responsible mutual funds. Seconded by Ono. Motion Carried*

#### 3. Business Items

##### a. Proposal: Center for Communication, Community Collaboration, and Change.

- i. Jackson asked the EC to reconsider the revised proposal. Discussion ensued. *A motion was made by Muir to reconsider the Center for Communication, Community Collaboration, and Change. Seconded by Ono. Motion Carried.*
- ii. Jackson provided a summary of the revised proposal. Discussion ensued. *A motion was made by Muir to accept the Center for Communication,*

*Community Collaboration, and Change. Seconded by Shields. Motion Carried.*

**4. Discussion Items**

**a. NCA Awards Policy Manual**

- i. Parry-Giles provided a summary of the NCA Awards Policy Manual. The manual has been updated by the National Office after the EC approved changes at the September EC meeting. Discussion ensued.

**b. Change in NCA election date**

- i. Danowski provided a summary and rationale for the new election date for election of the second vice president, Legislative Assembly, Nominating Committee, and Committee on Committees. After the upcoming election in January 2019, the next election will not take place until December 2020. All future elections will take place in December. Discussion ensued.

**5. Adjournment**

With no further business, the meeting was adjourned.

Respectfully submitted,  
Trevor Parry-Giles  
Executive Director

## November 7 and 10, 2018 Legislative Assembly Meeting Minutes

**APPROVED****Minutes**

National Communication Association  
 Legislative Assembly Meeting  
 November 7 and 10, 2018  
 Salt Lake City, Utah

**Presiding:** Ronald L. Jackson II, President**Parliamentarian:** Barry Poyner**Recording:** Trevor Parry-Giles, Executive Director**INTRODUCTORY BUSINESS**

**Call to Order:** President Jackson called the 2018 Legislative Assembly (LA) meeting to order at 12:05 p.m. Mountain time on Wednesday, November 7.

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

**Credentials Report:** First Vice President Star Muir announced that at 12:21 p.m., 123 delegates were registered from the 184 members of the LA.<sup>1</sup> *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 Jackson 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 Jackson 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.<sup>2</sup>

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<sup>1</sup> Please see Appendix A for the full list of meeting attendees on Wednesday, November 7

<sup>2</sup> Aram Avedis Aghazarian, Ronald R. Allen, Suzanne Berg, Charles Berger, Bernard J. Brommel, Robert DeChaine, Walter R. Fisher, Doreen Steiner Geddes, Anthony Giffard, Doris Graber, Brad Greenberg, Bertram W. Gross, Jr., Kathleen Kougl, Robert D. Kully, John Leustek, Eric McLuhan, Robert P. Newman, Lyndrey A. Niles, Edward Pappas, John Pauly, Darrell Piersol, Helen Ruth Sands, Henry Z. Scheele, Robert L. Scott, Don Sikkink, Hank (Henry) Tkachuk, Robert Wilfred Tremblay.

Trevor Parry-Giles provided a report from the National Office. Justin Boren provided a report from the Diversity Council, Bonnie Dow provided a report from the Publications Council, Mindy Fenske provided a report from the Research Council, Shannon VanHorn provided a report from the Teaching and Learning Council, Justin Danowski presented the report of the 2018 Nominating Committee on behalf of Lynn Turner.<sup>3</sup> Both of the candidates for Second Vice-President (Roseann Mandziuk and Narissra Punyanunt-Carter) addressed the Assembly.

## **Recess for 10 minutes**

## **Business Items**

**Nominations for the 2019 Leadership Development Committee (Formerly the Committee on Committees):** The LA was asked for nominations for two positions on the 2019 Leadership Development Committee: Ahmet Atay, Nina Lozano, Kimberly Moffitt, Denise Oles-Acevedo, and Tiffany Wang. Ballots were submitted. Results will be announced at the Saturday session.

**Financial Reports:** President Jackson introduced Finance Committee Chair Ronald Shields to present the financial reports. Shields talked about the association's financial status from 2018. He then talked about budget projections for calendar year 2019. *A motion was made by the Finance Committee to adopt the 2019 budget. Discussion ensued. Motion carried.*

**Public Statement Resolutions Review:** President Jackson introduced Resolutions Committee Chair Leah Bryant to present the resolutions under review.

1. **Credo for Free and Responsible Use of Electronic Communication Networks**
  - a. Bryant summarized the statement. *A motion was made by the Resolutions Committee to update the statement to the "Credo for Net Neutrality, Free and Responsible Use of Electronic Networks, and the Digital Divide" and to accept the resolution as revised. Motion carried.*
2. **Digital Divide**
  - a. Bryant summarized the statement. *A motion was made by the Resolutions Committee to archive the statement since it is now contained in the "Credo for Net Neutrality, Free and Responsible Use of Electronic Networks, and the Digital Divide." Motion carried.*
3. **Extending Solitary Confinement and Torture**
  - a. Bryant summarized the statement and submitted the statement to the LA with no recommendation.
  - b. Discussion ensued.
  - c. *A motion was made on the floor to affirm the resolution as is. Motion carried.*
4. **Role of Communication Courses and Communication Faculty in General Education**

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<sup>3</sup> Candidates for Second Vice President: Roseann Mandziuk and Narissra Punyanunt-Carter; Candidates for Leadership Development Committee: Sumana Chattopadhyay, Stephen M. Croucher, Erin M. Reser, Lijiang Shen, Matthew Weber; Candidates for Legislative Assembly: Amy Aldridge Sanford, Mary Beth Asbury, Dennis Becker, Sarah Riforgiate, Shavonne Shorter, and Eric Waters.

- a. Bryant summarized the statement that was referred back to the Resolutions Committee by the 2017 LA. *A motion was made by the Resolutions Committee to accept the resolution as revised.*
- b. Discussion ensued. *Motion carried.*

#### **5. Statement on Diversity, Equity, and Inclusion**

- a. Bryant summarized the statement that was revised, approved, and referred back to the Resolutions Committee by the 2017 LA. *A motion was made by the Resolutions Committee to accept the resolution as revised.*
- b. Discussion ensued.
  - i. Boren proposed an amendment to the statement
    - 1. To be removed: “fairly” in the seventh paragraph, second line.
    - 2. Discussion ensued. *Proposed amendment passed.*
- c. Discussion continued.
- d. *Motion carried.*

**Nominations from the LA for the Resolutions Committee:** Immediate Past President and Chair of the Leadership Development Committee, Stephen Hartnett, asked the LA for nominations to be added to the slate of candidates for the Resolutions Committee. Tracey Holden stood for nomination. Holden will be added to the slate of candidates considered at the Thursday LDC meeting.

**Proposed bylaws amendments:** President Jackson presented the LA with proposed bylaws changes needing LA approval. The NCA Executive Committee unanimously approved amendments being forwarded to the LA. President Jackson recognized Executive Director Parry-Giles to explain the proposed revisions.

- 1. NCA Journal Editors no longer serving on LA**
  - a. Parry-Giles provided the rationale for the bylaws change.
  - b. Discussion ensued. *Motion passed.*
- 2. Changing the name of the Committee on Committees to the Leadership Development Committee**
  - a. Parry-Giles provided the rationale for the bylaws change.
  - b. Discussion ensued. *Motion passed.*
- 3. Resolutions Committee members no longer needing to be among the LA.**
  - a. Parry-Giles explained the policy revision.
  - b. Discussion ensued. *Proposal passed.*

**Adjournment:** Jackson adjourned the meeting at 2:55 p.m.

**Call to Order:** President Jackson called the 2018 Legislative Assembly meeting to order at 8:03 a.m. on Saturday, November 10.

**Credentials Report:** First Vice President Star Muir announced that at 8:08 a.m. 118 delegates were registered from the 184 members of the LA.<sup>4</sup> *A motion was made the roll of delegates submitted be the official roll of the voting members of this assembly. Secended. Motion carried.*

<sup>4</sup> Please see Appendix B for the full list of meeting attendees on Saturday, November 10.

**Special Recognition:** President Jackson recognized members of the association who have provided significant service to NCA. Outgoing Executive Committee Members: Stephen J. Hartnett, Ronald Shields, Bonnie Dow, Justin Boren; outgoing NCA journal editors: Robert DeChaine, Mindy Fenske, Paul Siegel; Presidential Citations: Walid Afifi, Molefi Kete Assante, Bernadette Calafell, Gina Castle Bell, James Chesebro, Dana Cloud, Jack Daniel, Amber Johnson, Roseann Mandziuk, Tara Reed, the Waterhouse Family Institute for the Study of Communication and Society, Asian/Pacific American Caucus, Black Caucus, Disability Issues Caucus, Caucus on Lesbian, Gay, Bisexual, Transgender, and Queer Concerns, La Raza Caucus, Women’s Caucus, Department of Communication at the University of Illinois Urbana-Champaign, Department of Communication at Vanderbilt University, Department of Communication at Denison University, Media Education Foundation.

**Results from the Election of the 2019 Leadership Development Committee.** President Jackson announced that Ahmet Atay and Kimberly Moffitt have been elected by the Legislative Assembly to serve on the 2019 Leadership Development Committee.

### **Business Items Continued**

**New Interest Group Proposals:** President Jackson introduced three interest group proposals for LA consideration.

#### **1. Speech and Communication Anxieties Division**

- a. The proposed division was forwarded to the LA without EC endorsement
- b. Suzy Prentiss provided background and rationale for the proposed division
- c. Discussion ensued
- d. *The LA voted against adding the proposed division to the active roster of interest groups*

#### **2. Communication and the Military Division**

- a. The proposed division was forwarded to the LA with an endorsement from the EC
- b. Stephen Wilson provided background and rationale for the proposed division
- c. Discussion ensued
- d. *The LA voted against adding the proposed division to the active roster of interest groups*

#### **3. Chinese Communication Studies Division**

- a. The proposed division was forwarded to the LA with an endorsement from the EC
- b. Joyce Chen, Julie Zhu, Meina Liu, Chiaoning Su, and Patrick Shaou-Whea Dodge provided background and rationale for the proposed division
- c. Discussion ensued
- d. *The LA voted against adding the proposed division to the active roster of interest groups*

**Resolution Proposal:** Statement on the Protection and Defense of Academic Freedom and Freedom of Expression for Communication Scholars.

1. Parry-Giles provided a summary of the proposed public policy statement. The Resolutions Committee forwarded the statement with no recommendation

2. *A motion was made to approve the statement. Motion seconded*
3. Discussion ensued
  - a. Michael Lechuga proposed an amendment to change all mentions of “faculty members and students” to “faculty members, students, and staff”
    - i. Discussion ensued. *Proposed amendment passed*
  - b. Discussion continued
  - c. *A motion was made by Cecilia Brooke Cholka to refer the proposed statement back to the Resolutions Committee for further review. Motion Seconded*
    - i. Discussion ensued. *Motion failed*
4. Discussion continued
  - a. Kevin Johnson proposed an amendment to strike the last paragraph: ~~The National Communication Association recommends that administrations and elected faculty bodies work jointly to establish institutional regulations that prohibit the surreptitious recording of classroom discourse or of private meetings between students and faculty members~~
    - i. Discussion ensued. *Proposed amendment passed*
5. Discussion continued. *Motion carried*

**2018 Leadership Development Committee Report:** Committee Chair Hartnett announced the slate of candidates nominated by the committee.<sup>5</sup> *A motion was made by the Leadership Development Committee to adopt the slate of candidates as presented. Motion carried.*

**Adjournment:** President Jackson adjourned the meeting at 9:23 a.m.

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<sup>5</sup> Legislative Assembly: Haneen Ghabra and Arpan Yagnik; Resolutions Committee: Elizabeth Desnoyers-Colar and Tracey Holden; Resolutions Committee Chair: Helen Sterk; Convention Committee: William Cooney and Michelle Rodino-Colocino; Convention Committee Chair: Andrea David; Teaching and Learning Council: Eletra Gilchrist-Petty and Tara Reed; Finance Committee: Jeanetta Sims; Publications Council: Amber Johnson and Rebecca Meisenbach; Research Council Chair-Elect: Charles E. Morris; Research Council: Qingwen Dong and Shaunak Sastry; Diversity Council Chair: Rachel Griffin; Bernard J. Brommel Award Selection Committee: Jody Koenig Kellas; Diamond Anniversary Book Award Selection Committee: Mark Hopson and Charles Morris; Diamond Anniversary Book Award Selection Committee Chair: Robert Asen; Donald P. Cushman Award Selection Committee: David Boromisza-Habashi; Douglas W. Ehninger Award Selection Committee: Leah Ceccarelli; Franklyn S. Haiman Award Selection Committee: Susan Balter-Reitz; Gerald R. Phillips Award Selection Committee: Zhuo Ban; Golden Anniversary Award Selection Committee: Andrew High, Amber Johnson, and Allison Prasch; Golder Anniversary Award Selection Committee Chair: Lijiang Shen; Karl R. Wallace Selection Committee: Tom Nakayama; Leslie Irene Coger Award Selection Committee: Jake Simmons; Lilla A. Heston Award Selection Committee: Tami Spry; Mark L. Knapp Award Selection Committee: Amanda Denes and Brian Spitzberg; Mark L. Knapp Award Selection Committee Chair: Amy Johnson; Michael and Suzanne Osborn Award Selection Committee: Kristopher Copeland; NCA Legacy Scholarship: Niya Pickett Miller; Orlando L. Taylor Distinguished Scholarship Award in Africana Communication: Carolyn Calloway-Thomas, Kesha Morant Williams, and Jamila A. Cupid; Professional Service Awards Selection Committee: Dawn Braithwaite, Karen Foss, and Sarah Tracy; Professional Service Awards Selection Committee Chair: Sarah Tracy; Stephen E. Lucas Award Selection Committee: Meredith Marko Harrigan; Committee on International Discussion and Debate: Rebecca Dohrman; Doctoral Education Committee: Stephanie Tikkanen and Kristy Maddux; Leathers Fund Trustee Committee: Gordana Lazic.

## March 1, 2019 Executive Committee Meeting Minutes

**APPROVED**

### Minutes

National Communication Association  
Executive Committee Meeting  
March 1, 2019  
College Park, Maryland

Participating in the meeting:

Star Muir, President (presiding); Kent Ono, First Vice President; David McMahan, Second Vice President; Ronald L. Jackson, Immediate Past President; J. Kevin Barge, Publications Council Chair; Mindy Fenske, Research Council Chair; Rachel Alicia Griffin, Diversity Council Chair; Marnel Niles Goins, Finance Committee Chair; Trevor Parry-Giles, Executive Director (non-voting); Jeanetta Sims, Finance Committee Director; Shannon VanHorn, Teaching and Learning Council Chair; *National Office Staff*: Justin Danowski, Senior Manager of Governance; Wendy Fernando; Director of External Affairs and Publications. Not Present: Raymie McKerrow, Finance Committee Director.

### Call to Order

President Muir called the meeting to order at 1:05 p.m. Eastern time.

#### 1. Announcements and Consent Agenda

Barge asked the EC to add journal editor endorsements to the agenda. The EC agreed to amend the agenda to add EC journal editor endorsements. Consent agenda adopted.

#### 2. Business Items

##### a. 2019 Convention Fees

- i. Parry-Giles and Muir provided a summary of the 2019 convention fees. Discussion ensued. *A motion was made by Jackson to approve the 2019 convention budget. Seconded by McMahan. Motion carried.*

#### 3. Discussion Items

##### a. Gender-Neutral Language

- i. Ono provided a summary of the discussion item to assure gender neutral language in official communication from the National Communication Association. Discussion ensued. A motion was made by Ono: NCA will:
  1. Commit to avoiding gender offensive language
  2. Commit to the use of plural nouns in official communications so that “they” becomes appropriate when necessary
  3. When gender specific language is needed, the National Office will make efforts to identify gender preference
- ii. Discussion continued. Motion carried.
- iii. The EC tasked the Diversity Council to consider how the National Office can identify gender preference amongst its membership.

**b. NCA Publishing Program**

- i. Parry-Giles provided a summary of the ongoing controversies and conversations in higher education and how the National Office is responding.

**c. Sexual Misconduct/Anti-Harassment Policies; Anti-Harassment Task Force Report**

- i. Muir provided a summary of the report with rationale for submitting ideas for NCA policy. Parry-Giles provided a summary of the HR representative present at the 2018 annual convention in Salt Lake City. Discussion ensued.
  1. *The EC tasked the National Office with exploring various bystander training resources: a video and possible convention resources*
  2. The EC will look further into survey design once a review of current survey practices has taken place.
  3. *The EC tasked the National Office with exploring adding language to the convention registration form all registrants must sign in order to register. Form should include:*
    - a. *Procedure of reporting an incident*
    - b. *Procedure of the follow-up process*
  4. *The EC tasked the National Office with exploring ways to distribute and display materials about safe spaces at the convention. Effort should be made to ensure a safe space for everybody attending a department party at the convention.*
  5. *The EC tasked the National Office and Ono with scheduling WoMentoring programs at the convention*

The committee adjourned for a break at 3:42 p.m. and reconvened at 3:55 p.m.

**d. Diversity Efforts – Publishing Program; Distinguished Scholars**

- i. Parry-Giles provided a summary of NCA's efforts and initiatives to expand and promote diversity, equity, and inclusion. Discussion ensued.
- ii. Barge and Griffin provided a summary of the joint meeting between the Publications Council and Diversity Council at the annual leadership retreat. Discussion ensued.
  1. The Publications and Diversity Council jointly recommended action steps towards creating better diversity amongst journal editor selections.
    - a. Revise editor calls to better reflect the importance of diversity, equity, and inclusion
    - b. Update call for co-editors to better reflect the importance of diversity, equity, and inclusion
    - c. Update the Publications Policy Manual
    - d. Reevaluate the criteria for the editor selection process
    - e. Begin the process of creating a developmental workshop for scholars looking to becoming NCA journal editors
  2. Discussion ensued.
  3. *The EC tasked the National Office with collecting data for editor and co-editor composition.*

- iii. Parry-Giles provided a summary of the discussion of the Distinguished Scholar meeting at the annual convention last November. Discussion ensued.
  - 1. *A motion was made by Ono to adopt a new selection process for Distinguished Scholars. Seconded by VanHorn.*
    - a. *Proposed selection process*
      - i. *A three-person committee would be recommended by the Leadership Development Committee to the Legislative Assembly for approval. This three-person committee would select up to five Distinguished Scholars starting in 2019.*
      - b. *Discussion ensued.*
    - 2. *Motion carried.*
    - 3. *The Executive Committee tasked the Diversity Council with providing feedback to the Distinguished Scholar call.*

#### **4. Business Items Continued**

##### **a. Proposal - Student Caucus Travel Grant Increase**

- i. Griffin provided a summary of the proposal to increase the amount of Student Caucus Travel Grant funds from \$30,000 to \$60,000. Niles Goins provided a summary from the Finance Committee, which endorsed a 2019 expenditure of \$67,500, an increase of \$7,500 above the proposed increase.
- ii. *A motion was made by Fenske to approve the \$67,500 for the Student Caucus Travel Grant. Seconded by VanHorn. Discussion ensued. Motion carried.*

#### **5. Journal Editor Endorsements**

- a. Barge asked the Executive Committee to endorse three journal editors with final approval going to the Legislative Assembly.
  - i. Editors for approval:
    - 1. *Communication Education* – Joseph Mazer, Clemson University
    - 2. *Journal of Applied Communication Research* – Mohan Dutta, Massey University
    - 3. *Journal of International and Intercultural Communication* – Bernadette Calafell, University of Denver
  - b. The Executive Committee unanimously endorsed all three journal editor candidates and forwarded the list to the Legislative Assembly for final approval.

With no further business, the meeting was adjourned at 5:15 p.m. Eastern time.

Respectfully submitted,  
Trevor Parry-Giles  
Executive Director

## June 14, 2019 Legislative Assembly Report of Ballot Vote

Editor nominations for three journals were brought to the Legislative Assembly for endorsement with a voting deadline of June 13. 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, 2021 – December 31, 2023. Nominees:

<b>Journal</b>	<b>Editor Nominee</b>
<i>Communication Education</i>	Joseph Mazer
<i>Journal of Applied Communication Research</i>	Mohan Dutta
<i>Journal of International and Intercultural Communication</i>	Bernadette Calafell

The Legislative Assembly voted to endorse these nominees.

Respectfully Submitted,

Trevor Parry-Giles  
Executive Director

July 11, 2019 Legislative Assembly Report of Ballot Vote  
Distinguished Scholar Award Selection Committee

A slate of candidates for the Distinguished Scholar Award Selection Committee was brought to the Legislative Assembly for approval with a voting deadline of July 10. The slate was forwarded to the Legislative Assembly by the Leadership Development Committee. The slate serves in staggered terms and starts immediately.

<b>Committee Type</b>	<b>Term</b>	<b>Committee Role</b>	<b>Member</b>
<i>Person A</i>	2019 – December 31, 2020	Chair in 2019-2020	Tina Harris
<i>Person B</i>	2019 – December 31, 2021	Chair in 2021	Jimmie Manning
<i>Person C</i>	2019 – December 31, 2022	Chair in 2022	Mark McPhail

The Legislative Assembly voted to endorse the slate.

Respectfully Submitted,

Trevor Parry-Giles  
Executive Director.

## August 9, 2019 Executive Committee Meeting Minutes

**DRAFT**

### Minutes

National Communication Association  
Executive Committee Meeting  
August 9, 2019  
Washington, DC

Participating in the meeting:

Star Muir, President (presiding); Kent Ono, First Vice President; David McMahan, Second Vice President; Ronald L. Jackson, Immediate Past President; J. Kevin Barge, Publications Council Chair; Mindy Fenske, Research Council Chair; Rachel Alicia Griffin, Diversity Council Chair; Marnel Niles Goins, Finance Committee Chair; Trevor Parry-Giles, Executive Director (non-voting); Jeanetta Sims, Finance Committee Director; Shannon VanHorn, Teaching and Learning Council Chair; *Guest of the EC*: Roseann Mandziuk, Second Vice-President Elect (non-voting). *National Office Staff*: LaKesha Anderson, Director and Academic and Professional Affairs, Justin Danowski, Assistant Director of Governance and Membership; Wendy Fernando, Director of External Affairs and Publications; Joseph Ritchie, Chief Financial Officer. Not Present: Raymie McKerrow, Finance Committee Director.

#### 1. Call to Order

President Muir called the meeting to order at 9:00 a.m. Eastern time.

#### 2. Announcements, Reports, and Consent Agenda

- a. Muir asked for a moment of silence for Raymie and Gayle McKerrow
- b. Officers and chairs provided a summary of their report
- c. Board Development Discussion
  - i. Parry-Giles provided a summary review of the functions and duties of the Executive Committee
- d. A motion was made by Ono to approve the consent agenda. Seconded by McMahan. Consent agenda adopted
- e. Muir thanked the Distinguished Scholar Award Selection Committee for their service to NCA and for making Distinguished Scholar selections

The committee adjourned for a break at 10:15 a.m. and reconvened at 10:25 a.m.

#### 3. Business Items

- a. Audit
  - i. Niles-Goins provided a summary of the audit. Ritchie provided details about donations.
  - ii. Discussion ensued.
  - iii. The EC approved audit and forwards it to the LA for approval.
- b. 2020 Budget
  - i. Niles-Goins provided a summary of the 2020 budget.
  - ii. Discussion ensued.
  - iii. The EC endorsed the 2020 budget and forwards it to the LA for approval.
- c. Interest Group Budget Proposal
  - i. Parry-Giles provided a summary of the Interest Group budget proposal.
  - ii. Discussion ensued.
  - iii. The EC approved the increase of interest group funds. All interest groups will have no less than \$500 in their 2020 budget. Any IG over \$500 will continue to receive the standard allotment.
- d. 2020 Convention Fees

- i. Parry-Giles provided a summary of the 2020 convention fees.
  - ii. Discussion ensued.
- e. Discussion topic: NCA Task Force on Community College Connections
  - i. Muir led a discussion on equity and inclusion of community college departments, faculty, and students. The EC tasked the National Office with investigating the following possibilities:
    - 1. Developing a financial support structure for two-year institutions.
    - 2. Having communications devoted to two-year instructors.
    - 3. Including community college departments, faculty, and students in the larger membership building and retention efforts.
- f. Proposal: NCA Policy Manual Revisions
  - i. Parry-Giles provided a summary of the proposed policy changes. Discussion ensued. The following policy changes were upheld by the EC:
    - 1. A change in the timing of the Executive Director Evaluation process for consistency with NCA's new leadership meeting schedule.
    - 2. Removal of non-policy, advisory language from the Executive Director succession policy.
    - 3. Revision of the vacancy and proxy policies for the NCA Nominating Committee; removal of non-policy, advisory language from the Nominating Committee policy statement.
    - 4. Addition of language to the Public Statement policy to allow for the introduction of public statements at the annual convention.
    - 5. Removal of non-policy "Professional Standards" from convention policies.
- g. Proposal: New Interest Group Proposal: Communication and the Military Division
  - i. Muir provided a summary of the proposed division. Discussion ensued. The EC endorses the proposed division and forwards the recommendation to the LA.

The committee adjourned for a break at 12:25 p.m. and reconvened at 1:30 p.m.

#### 4. Discussion Items

- a. Diversity, Equity, and Inclusion in NCA
  - i. Muir provided a summary of proposed discussion topics involving diversity, equity, and inclusion in NCA.
  - ii. Discussion ensued.
    - 1. Over the next year, the EC will work on a strategic vision of what DEI is for NCA.
    - 2. The EC charged the Diversity Council with:
      - a. Thematize the discourse of:
        - i. Facebook
        - ii. Crtnet
        - iii. Interest Group Statements
        - iv. Dr. Calafell's webpage
      - b. Develop DEI survey questions
    - 3. Review current communication processes to allow for better feedback that is not constrained by Crtnet forum.
    - 4. Encourage an information share with Interest Groups and better understand how each is including DEI into its bylaws.
- b. NCA Distinguished Scholar Process Improvement Team
  - i. Muir provided a summary of the group and its goal of better understanding the Distinguished Scholar selection process.
    - 1. The task force consists of:
      - a. Muir

- b. Jackson
    - c. McKerrow
    - d. Griffin
    - e. Ashley Mack
  - ii. Objectives of the Team
    - 1. Solicit information about the DS process
    - 2. Survey any interested NCA members
    - 3. Make specific recommendations
  - iii. Discussion ensued.
- c. Discussion on DEI with journal editorships
  - i. Barge provided a summary of steps the Publications Council has taken since the March EC meeting.
    - 1. Developing editor training during 2020 leadership retreat.
    - 2. Creating training for scholars at different levels of their career who want to be editors.
    - 3. Updating the calls for new editors; publicly available on the NCA website.
    - 4. Materials and training have been added for editorial board selection.
- d. Anti-Harassment Task Force
  - i. Parry-Giles provided a summary of the work of the task force and how the National Office is preparing for the annual convention.
  - ii. Discussion ensued.
- e. WoMentoring
  - i. Ono provided an update for the upcoming convention.
    - 1. Recommendations from discussion sessions:
      - a. Increase transparency regarding NCA harassment policies
      - b. Improve education of its members in the #MeToo era
      - c. Promote opportunities for scholarly growth and help members feel more secure that NCA will not tolerate harassment
- f. Proposal: Diversifying Knowledge Working Group
  - i. Parry-Giles provided a summary of the proposal. Niles-Goins provided a summary on behalf of the Finance Committee.
  - ii. Discussion ensued.
  - iii. A motion was made by McMahan to reject the proposal. Seconded by Ono. Motion carried.
- g. Letter to leadership in the field of Communication
  - i. Muir and Parry-Giles provided a summary of previous EC attempts to address DEI.
  - ii. Discussion ensued.
  - iii. The EC supported the creation of a letter reaffirming NCA's goals towards DEI.

#### 5. Executive Session

- a. At 5:15 pm, the EC convened in executive session.

Meeting adjourned at 5:35 pm.

Respectfully submitted,

Trevor Parry-Giles  
Executive Director

## Officer & Council Reports

### President

**Submitted by:** Star Muir

More than any other time as an officer, these moments in the history of the Association have given me pause and have lead me to reflect about the nature of this community and about who “we” want to be moving forward. Reading Diangelo’s *White Fragility* has brought new clarity to the challenges of having diversity, equity and inclusion conversations, even with people who have supported these values for years. Recognizing that some of my discomfort, and my occasional reluctance to engage in this dialogue, have in fact helped perpetuate divisiveness and white privilege reinforces my commitment to find ways to enhance productive engagement and stimulate appropriate direct action in support of the richness of an inclusive and multicultural NCA.

Much of my time has been spent helping to create appropriate public responses to unfolding events. Make no mistake, our response to the petitions of the Distinguished Scholars was a collective effort of the Executive Committee and the National Office, and the clarity and truth that needed to be said was possible because a very diverse group of people spent considerable time editing and re-editing our letter until we were all comfortable with it. Although my name was attached to the letter, let the record reflect that this was work done by the leadership of the Association.

Because I value the breadth of our discipline and believe in the power of effective communication to make a better world (and association), I am saddened by the resignation of long-standing members of our community. The work of justice and equity is hard work, with an ever-present risk of devolving into unproductive patterns of engagement and disengagement. I can share that some messages I have received have been disheartening and have weighed on my soul. Yet I am also uplifted by many letters of support, and by the hope and excitement I feel among many of my colleagues about making NCA a community that every member values and that diverse scholars and teachers can be proud to join. For those who have left, I hope you remember the wonder of sharing ideas, the joy of meeting interesting people with similar and dissimilar interests, and the good times that sparked lifelong relationships. For current members and those yet to join us, we welcome your energy and commitment and look forward to creating your NCA.

I have constituted a working group (the “process improvement team”) to gather information about the Distinguished Scholar Award selection process, seek input into possible improvements in the existing process, and provide recommendations by the beginning of February 2020 for the Executive Committee moving forward. Other activities include processing and collating the recommendations of recent task forces, including the task force on community colleges and the task force on harassment at NCA events. We are still in process on this, but will be addressing recommendations and policy changes in the months to come. As president, I am also tasked with leading the evaluation of the Executive Director, and that process is well underway with a feedback survey for the staff and the Executive Committee already completed.

This is an exciting and somewhat tumultuous time for our association, and although it was not my intention to start an upheaval, there is really no better time than now to address our challenges as an Association.

## First Vice President

**Submitted by:** Kent Ono

Whew, this has been the busiest period of my service to the association. Since our last meeting, much has happened on the DS front. Monitoring daily Facebook posts, CRTNET posts, and blog posts, I am sure, kept all of us busy.

### CONVENTION

I have worked with Kristin Yednock to do all the work necessary to firm up the NCA convention program. Of course, Kristin should receive all credit here. The special panels have all been slated, and successful extra panel requests from various units have been slotted. Overall, in deciding which extra panel requests to approve, I paid attention to the level of activity of the unit, the history of slots given to each unit, the quality of the panel proposals, and the acceptance rate of the unit in determining whether or not to grant additional panels. I have also addressed concerns by various leaders of special convention programs (e.g., Scholar's Office Hours) as they have arisen. I have been working with Kristin to address peoples' challenges of panel acceptance decisions. I have also been writing monthly newsletter items relating to the convention and reviewing other newsletter items about it for our newsletter. And, I reached out to local universities to invite them to cosponsor the convention's Welcome Reception.

### MISC

In addition, along with the rest of the EC members, I have been addressing issues relating to the DS matter in whatever way I can, considering petitions and associational issues with the other officers as they arise, and trying to promote the Baltimore convention. I have been working with Star to conduct the annual review of the Executive Director position. I gave a presentation about mentoring faculty at NCA's Chair Institute in College Park. And, David, Trevor, and I appeared on a panel and answered questions at NCA.

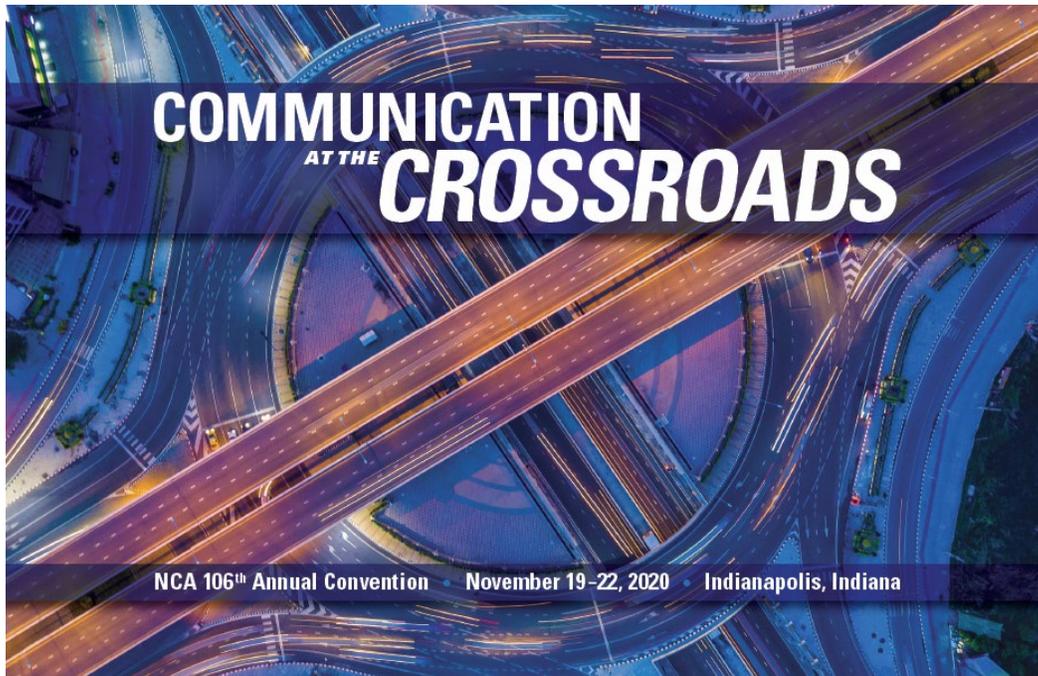
### TASK FORCE ON MENTORSHIP

The Task Force on Mentorship has been constituted, and the Chair of the Task Force, Dr. Michael Lechuga, has been working hard to think through how NCA can facilitate and strengthen mentorship.

## Second Vice President

Submitted by: David McMahan

1. The 2020 Annual Convention in Indianapolis, Indiana is in development. Artwork has been finalized, convention programming coordinators and speakers are being established, and possible events and activities are being advanced.



The convention theme, **Communication at the Crossroads**, was selected in part because Indiana is known as *The Crossroads of America* due to its central location. **Crossroads symbolize connection and convergence of scholarship.** Submissions dedicated to bringing together separate areas of study and submissions dedicated to the integration of ideas in our discipline will be encouraged. **Crossroads symbolize choice and direction for research and teaching.** Submissions dedicated to examining future directions for research and teaching will be encouraged. **Crossroads symbolize choice and direction for the discipline.** Submissions dedicated to examining future directions for the discipline will be encouraged.

**Indianapolis** is within a day's drive for most of the U.S. population, and nonstop flights to the Indianapolis International Airport are no more than 2-3 hours from most parts of the country. The city is home to a flourishing culinary scene, dynamic clubs and entertainment venues, amazing museums, and eclectic specialty shops located in numerous cultural districts near the convention hotel. The convention hotel is the extraordinary **JW Marriott Indianapolis**, a beautiful and luxurious property dedicated to sustainability and environmental responsibility, located in heart of Indianapolis with easy access to premier spots throughout the city.

2. In response to findings by the recent NCA Task Force on Inclusivity, the **NCA Qualitative Research Working Group** was established. The working group will generate an agenda for supporting qualitative research development in the discipline; create a set of guidelines for reviewing qualitative scholarship; develop materials that indicate best practices for teaching qualitative methods and methodology; and create conference opportunities that promote growth, development, and connections for qualitative researchers.

Chair: Jimmie Manning, University of Nevada, Reno

Members:

Tony E. Adams, Bradley University  
Devika Chawla, Ohio University  
Laura Ellingson, Santa Clara University  
Julia Moore, University of Utah  
Siobhan Smith-Jones, University of Louisville  
Sarah J. Tracy, Arizona State University

## Immediate Past President

**Submitted by:** Ronald L. Jackson II

In this final year in which I serve as an NCA officer, and in this report I am energized by what we have been able to accomplish as an organization. I have never felt more confident about our future as an academic association. We seem more focused on the questions on public relevance than I have seen in recent years. I see that as a hugely important shift. I also appreciate the collective interest in ensuring that NCA is equitable in its practices. This is long overdue.

Over the course of this year, in my capacity as Immediate Past President, I have been preoccupied with five priorities: (1) Representing NCA at regional conferences; (2) Serving on Video Series Committee; (3) Chairing the Selection Committee for the NCA Center for Communication, Community Collaboration, & Change; (4) Chairing the NCA Leadership Development Committee; and (5) Collaborating with the EC on aligning the Distinguished Scholar selection process w/ NCA's values concerning equity & diversity.

### Regional Meetings

I represented NCA at two regional conferences this year – SSCA (in Montgomery, Alabama) and ECA (in Providence, RI). The SSCA conference was interesting in that the NCA session's audience seemed keenly interested in curricular, university administration, and employment concerns. I represented NCA at SSCA, along with LaKeshia Anderson and Star Muir. The NCA panel at ECA also went well. The attendees there seemed intrigued by the learning outcomes report and the general progress updates regarding the association. I answered questions along with Trevor Parry-Giles, Star Muir, and David McMahan.

### Video Series Committee

In February 2018 the NCA Executive Committee approved a series of six videos to be distributed widely, as one among several ongoing efforts toward expanding NCA's relevance and reach. Three are brief animated videos about a communication concept and three are interviews with scholars about communication paradigms that are relevant to the broader population. The three animated videos explore fake news, speech anxiety, and culture shock. The three feature scholars are Amber Johnson, Mark Orbe, and Stephen Lucas. NCA has contracted a professional video company, and as of August 2019 four are completed (The feature scholar videos + the animated video on fake news. A draft of the speech anxiety video is also complete). All six videos should be completed and ready for use in Fall 2019. A special thanks is owed to Wendy Fernando for marshaling this initiative, and to Shannon VanHorn and Eletra Gilchrist for their work on the Video Committee.

### NCA Center for Communication, Community Collaboration & Change

The work of the Taskforce on the NCA Center for Communication, Community Collaboration & Change led by Walid Afifi was completed in November 2018. This year two members of the task force (Kate Magsamen-Conrad and Walid Afifi), along with Raymie McKerrow and David McMahan joined me in reviewing applications and selecting the inaugural host of the NCA Center for Communication, Community Collaboration, & Change. The host institution will be University of North Carolina Greensboro and the Center Director will be Dr. Spoma Jovanovich.

**Leadership Development Committee**

I have been working with Justin Danowski to begin the work of inviting people to nominate themselves or other NCA members for volunteer leadership positions on committees and councils. So far we have reached dozens of prospective candidates and we are now awaiting nomination materials from each of them. The materials are not due until September. The members of that committee include Bree McEwan, Amet Atay, Carey Noland, Janie Harden Fritz, Samantha Senda-Cook, Megan Dillow, Radhika Gajjala, Kimberly Moffitt, David McMahan, Kent Ono, and Star Muir; and I will chair the committee this year. We look forward to another successful year.

**Distinguished Scholars Selection Process**

I am pleased to have been able to work alongside my colleagues to address issues of equity, diversity, and inclusion in our association. We anticipate that the new Distinguished Scholar Award Selection Committee will do a phenomenal job. Those elected to the committee are as follows: Mark McPhail, Jimmie Manning, and Tina Harris.

As I reflect upon my tenure as an officer, I am proud to say it has been my pleasure and honor to serve this association.

## National Office

**Submitted by:** Trevor Parry-Giles, Executive Director

This report summarizes many of the activities of NCA's National Office since the 104<sup>th</sup> Annual Convention in Salt Lake City. As always, 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 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 panel sessions on the role and influence of the humanities, and meetings on Capitol Hill with staffers and members to advocate for humanities funding.

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.

In April, Parry-Giles attended the annual meeting of the American Council of Learned Societies in New York on behalf of the national office. This meeting is normally attended by NCA's Executive Director and NCA's appointed delegate (Stephen J. Hartnett). Parry-Giles and Hartnett organized and led a discussion on "The Civic Role of Learned Societies in an Age of Alternative Facts." 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 highlighted a particular aspect of NCA's programming (e.g., LOCs, Data about the Discipline). Participation at the NCA regional panels continued to increase from previous years. In addition, Parry-Giles was invited to introduce the keynote speaker for WSCA and participated in a panel discussion on learning outcomes and assessment. And the national office continues NCA's LPH outreach to the regional undergraduate conferences.



In April, NCA sponsored and hosted a public program entitled "Energy and the Environment: Communication Challenges." In many communities, the environmental impacts of energy production create a unique paradox in that jobs are created by the same energy sources that can cause environmental harm. At this public program, panelists addressed the ways that communication can help solve/and or contribute to environmental issues caused by energy creation and consumption. Our co-sponsor was the Department of Communication at West Virginia University. NCA's LaKisha Anderson moderated the public program and approximately 100 people attended the event, which was videotaped. Panelists included Brian Ballentine (WVU), Peter Bsumek (James Madison University), Emily Hughes Corio (WVU), and Lou Martin (Chatham University).

In April, NCA member Josh Barbour (University of Texas) represented NCA at the annual Capitol Hill Exhibition sponsored by the Coalition for National Science Funding. Barbour presented on the work of the Automation Policy and Research Organizing Network (APRON), which advances Communication research focused on the future of data-intensive, automated work. The APRON lab currently focuses on health and health care.

In June, NCA co-sponsored (with the School of Media and Communication at Shenzhen University) the Shenzhen Forum: Communication Innovation, New Media, and Digital Journalism as part of the U.S.-China Communication Colloquium. The Forum brought together hundreds of scholars from around the globe to engage in conversations and discussions about cutting-edge issues in global and international communication.



In July, NCA sponsored the annual “Institute for Faculty Development,” otherwise known as the “Hope” conference. The 2019 conference was held at Denison University in Granville, OH from July 14-20. Seminar leaders included: Stan Deetz (University of Colorado, Boulder), Greg Dickinson (Colorado State University), Carolyn Ellis (University of South Florida), Claire Sisco King (Vanderbilt University), William (Bill) Rawlins (Ohio University), and Catherine Squires (University of Minnesota). Laura Ellingson, Professor and Chair of Women's & Gender Studies at Santa Clara University, served as the 2019 Scholar-in-Residence.

Also in July, NCA sponsored the annual Doctoral Honors Seminar. The host for 2019 was the University of South Florida’s Department of Communication Studies. The theme of the 2019 DHS was “Communication, Engagement, and Social Justice.” Faculty leaders included: Erin Donovan (University of Texas), James Olufowote (University of Oklahoma), Heather Zoller (University of Cincinnati), Rachel Griffin (University of Utah), Jan Van den Bulck (University of Michigan), Matt McAllister (The Pennsylvania State University), Belinda Stillion Southard (University of Georgia), Tracy Stephenson Shaffer (Louisiana State University), and Mark McPhail (Indiana University). Parry-Giles attended the seminar and conducted a workshop on professionalization and career readiness.



In July, the University of North Carolina at Greensboro’s Department of Communication was selected to serve as the host of the new NCA Center for Communication, Community Collaboration, and Change (CCCC). The CCCC is a two-year project aimed at facilitating partnerships with community-based organizations that create sustainable change for underrepresented and/or vulnerable communities through

the production and application of communication-related scholarship and practice. The Greensboro community is confronted with issues of racism, racial inequality, voter suppression, a lack of affordable housing, and inaccessibility to food and health care. As a result, the CCCC will work with community partners to improve issues related to race, poverty, and sustainability.

In August, NCA co-sponsored the NCA/AFA Summer Conference on Argumentation. This conference is held biennially in the mountains above Salt Lake City and brings together a group of international scholars interested in all aspects of argument. The conference provides three days of programs and exchanges to further research in argumentation. The Director and associates select and edit the most significant research presented for a volume published by Taylor & Francis. Under the supervision of the Alta Conference Steering Committee, the registration and accounting processes for the conference are now operated through NCA.

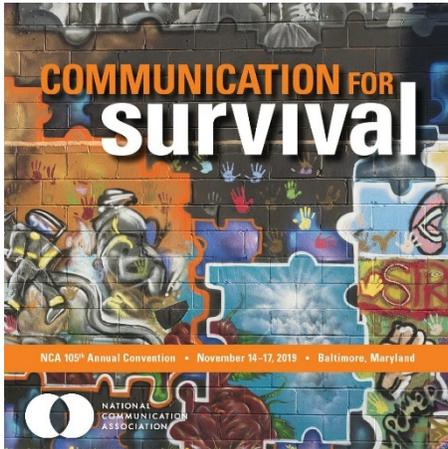
In September, NCA sponsored a public program entitled “Communicating About Climate,” hosted by the University of Montana’s Department of Communication Studies and UM’s Climate Change Studies Program. The program focused on communicating about climate, specifically, the role communication plays in educating, informing, and persuading publics about climate change. Panelists also discussed obstacles to communicating about this global issue, from climate change denial to divergent values and attitudes about climate change. They included Amy Cilimburg (Climate Smart Montana); Matthew Frank (O’Connor Center for the Rocky Mountain West); Peter McDonough (University of Montana); Nick Mott (Podcast/Radio Producer); Steve Schwarze (University of Montana).



Starting in Ohio in October, NCA’s Committee on International Discussion and Debate (CIDD) is sponsoring the annual international debate tour of the U.S. Two students from the U.K. and Ireland are travelling around the United States and visiting host campuses for discussion and debate with U.S. students. Ongoing since 1922, the CIDD program strives to broaden the scope of international exchange, facilitate the international exchange of information and ideas, and reinforce the value of dialogue as a preferred means for resolving international and intercultural differences.



NCA has issued several C-Briefs in 2019. And we’ve produced a special issue of *Spectra* entitled “The State of the Communication Discipline” that offers a digest of data concerning the discipline.



### Convention

Operationally, convention planning went smoothly. There are 4,992 unique names in the convention program; approximately twenty fewer unique names than appeared in the 2018 Salt Lake City convention program. Registration rates is on par with recent years.

Future sites for the annual convention include Indianapolis (2020), Seattle (2021), New Orleans (2022, 2024, 2026), Washington, DC/National Harbor (2023), and Aurora/Denver (2025).

Finally, the Waterhouse Family Institute for the Study of Communication and Society (WFI) has indicated an interest in continued sponsorship of events related to social justice, etc., at our national convention. We have engaged with WFI to sponsor the NCA Opening Session with a focus on the local community of the convention, communication, and issues of social justice. Taylor & Francis previously sponsored the convention's opening session; they have switched their sponsorship to the Presidential Address and Awards Ceremony.

### External Affairs and Publications

In 2019, NCA has published four issues of *Spectra*. The March issue focused on “Communication and the Environment”; the May issue centered on “Communication and the Academic Work Force”; the September issue focused on “Speaking of Food”; and the November issue addresses “The State of the Communication Discipline.”

In 2018, NCA has published twenty-one *Communication Currents* articles, including eight *Current Commentary* articles.

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 10,928 individuals now “like” NCA's Facebook page, and 10,400 follow us on Twitter. We crafted more than 1,000 unique Facebook posts in 2018. 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 2019 thus far was about public speaking no longer being a soft skill. The post reached more than 34,100 people, was engaged with 4,702 times, was shared 292 times, and drew nearly 3,000 likes and reactions on the original post and shared instances combined. To see all of NCA's social media activity, “like” us on Facebook at [www.facebook.com/NationalCommunicationAssociation/](http://www.facebook.com/NationalCommunicationAssociation/) and follow us on Twitter at <https://twitter.com/NatComm>.

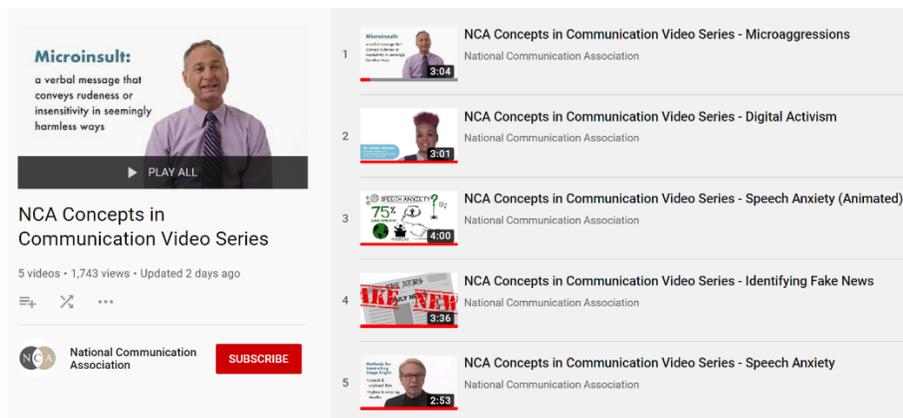
Since the beginning of 2019, NCA has put out fourteen press releases on a number of topics, both to boost earned media coverage about our members and their research and to communicate important association-related information. We use a two-pronged approach of direct, targeted outreach to specific journalists and broader



distribution to mainstream outlets and beat reporters. To view all releases issued by NCA, visit the Press Room at [www.natcom.org/press-room](http://www.natcom.org/press-room).

In January, NCA co-signed a letter issued by the Coalition for National Science Funding (CNSF) and endorsed by more than 125 organizations expressing serious concerns about the impact of the government shutdown on America’s research enterprise. In March, NCA issued an action alert asking NCA members to write to Members of Congress, in partnership with the National Humanities Alliance, to encourage continued support for the National Endowment for the Humanities and all other federal humanities programs. Also in March, NCA co-signed a letter (with 31 other professional societies) to Alaskan officials expressing concern about proposed funding cuts for higher education. In July, NCA co-signed a letter to Turkish Constitutional Courts with 26 other professional societies expressing support for the right of scholars and academics to sign the Academics for Peace Petition. In September, NCA joined on a statement from the American Sociological Association and 15 learned societies encouraging institutions to use evidence-based best practices for collecting student feedback, including using student evaluations as part of a holistic assessment that includes peer observations and other forms of evaluation. And in September, NCA co-signed a letter to the Department of Education from the Middle East Studies Association (MESA), with 17 other professional societies. The letter emphasizes the importance of academic programs that “enable students to attain the depth and breadth of knowledge they need to become regional experts” and affirms the importance of Title VI centers, which provide regional experts and lead the way in regional studies nationally and globally.

NCA has launched its Concepts in Communication Video series in 2019. Videos include: “Microaggressions” featuring Mark Orbe; “Digital Activism” featuring Amber Johnson; “Speech Anxiety” featuring Stephen Lucas; and two animated videos on the topics of Speech Anxiety and Fake News. We have also released a “What is NCA?” video as an introduction to the association. These videos have attracted over 7,000 views on NCA’s YouTube channel.



### *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 are converting and refurbishing the Carriage House.
- We have implemented a new AMS.
- We have added a new Privacy Policy and Terms of Use statement to the NCA website.

## Diversity Council

**Submitted by:** Rachel Alicia Griffin, Chair

Since our 2019 February Retreat, the Diversity Council has:

1. Finalized our 2019 convention program which includes:
  - (1) an open forum for the membership to help us map diversity, equity, inclusion (DEI) concerns, frame our objectives, and prioritize future endeavors. Chaired by Rachel Alicia Griffin:  
Friday 11/15/2019 9:30am—10:45am “Dear NCA, the Diversity Council Needs to Hear Your Ideas!”
  - (2) a panel intentionally featuring research that reflects a marginalized identity group that is not represented among the council/caucuses. Chaired and presented on by Michael LeChuga:  
Thursday 11/14/2019 12:30pm—1:45pm “Settler Colonialism: Survival, Resistance, and Liberatory Transformation”
  - (3) a panel focused on voice, leadership, and mentorship. Chaired by Ashley Mack:  
Saturday 11/16/2019 2pm—3:15pm “Raising Your Voice: Becoming a Leader within NCA”
  - (4) the Intercaucus Reception on Saturday 11/16/2019 6:30-8pm  
Collectively, the DC hopes that NCA’s executive leadership and council members will be a visible presence—especially amid the ongoing Distinguished Scholar Award fallout.
  - (5) our Business Meeting

\*Fliers will be made for the panels and reception; please help us circulate them. We also want to explicitly invite the executive leadership and council members to attend the open forum which is listed as #1 above.

2. Opened the Student Travel Grant application with Justin Danowski’s valuable help; a series of reminders were sent to CRTNET and all six Caucus Chairs. Amid the substantial funding increase to \$60,000, the DC wants to establish a funding cap for applicants in an amount that can potentially cover the cost of up to two nights in the NCA convention hotel.

September 2019 Update: As of 9/4/2019, there are 332 applicants, up from 241 in 2018. The 2019 deadline is 9/13/2019. If all of the applicants thus far meet the eligibility criteria, then the DC is on track to fund each applicant approximately \$200 if all applicants are awarded equally.

3. Begun the process of synchronizing an annual bibliography that reflects the scholarship of all six caucuses. We imagine this functioning as both a research and teaching resource to help ensure that communication scholars’ work—especially those who identify with historically disenfranchised groups—is taught, cited, and recognized. This resource will be shared with the Education Council.
4. Decided that Ashley Mack and Rachel Alicia Griffin will serve in the DC’s two seats on Star Muir’s Distinguished Scholars’ Process Improvement Team.

Also:

1. In July 2019 Kevin Barge (Chair of Publications Council) and Rachel Alicia Griffin began crafting a joint statement from the Publications Council and the Diversity Council to proactively address the ways that the fallout over the Distinguished Scholars Award can potentially be reignited in the context of the Editors. Opposed to hundreds more CRTNET and social media posts dedicated to the publication realm, our approach is grounded in the desire to preemptively abate additional

apocalyptic conflict with transparency about the efforts and changes our councils are making and preemptive strategy—if possible.

2. As Chair, Rachel Alicia Griffin is compiling and thematizing the CRTNET posts pertaining to the Distinguished Scholars Award (DSA). Thus far, the strongest overarching themes include:
  - Emotions/Tones: righteousness, disbelief, concern, anger, hostility, hurt, sadness
  - Disappointment in the nature and tone of the conflict, especially social media discourses
  - NCA is moving in the correct direction but should have taken action long ago
  - NCA is hostile toward/pushing out conservative ideals, elders, and conservative cisgender White men in particular. Sometimes, though not always, within this theme there is an implicit or explicit “world upside down/Brown people are taking over” perspective
  - Conservative identities, ideologies, and/or scholars are not included or welcomed in our discipline
  - Conservatism, privilege, and exclusion are often problematically conflated
  - All of NCA’s award processes need to be evaluated and transparently revamped
  - Specific ideas for how NCA can strategically move forward

September 2019 Update: At its August 2019 Meeting, the EC tasked the DC to formally thematize the: (1) CRTNET DSA discourse, (2) Facebook Communication Scholars for Transformation DSA discourse, and (3) the Division and Caucus DSA Statements. Justin Danowski is currently compiling #1 and #3 while Ashley Mack (a DC member and Facebook Administrator for the Communication Scholars for Transformation group) is compiling #2.

Overall, the DC will be utilizing recent DSA discourses as a starting point to create a draft of recommendations to NCA for a Diversity, Equity, and Inclusion Strategic Plan. The Chair will present the DC’s recommendations at the NCA Leadership Retreat in February 2020.

Lastly, the Diversity Council has a request for NCA’s executive leadership:

We would like to create mutually agreed upon procedure for the Diversity Council and/or the Diversity Council Chair to always have an institutionalized opportunity to provide feedback on organizational matters pertaining to Diversity, Equity, and Inclusion.

For example, the July 2019 NCA Editors and Authors survey does not reflect all six of NCA’s caucuses and therefore cannot render a data set that thoroughly attends to diversity, equity, and inclusion in accordance with our organizational statement. While our intentions are not to function as the proverbial “diversity police,” we do have professional, organizational, and personal expertise on DEI that can and should help inform the decisions that NCA makes about how to strategically address issues of DEI. To fulfill the vision and mission of the creation of the DC, we need to be organizationally included via established procedure.

### **2019 Diversity Council Members:**

Rachel Alicia Griffin, Chair  
 Elizabeth Parks, Asian/Pacific American Caucus  
 Kami Anderson, Black Caucus  
 Alice Veksler, Caucus on LGBTQ Concerns  
 Brian Grewe, Disability Issues Caucus  
 Michael Lechuga, La Raza Caucus  
 Ashley Mack, Women’s Caucus

## Publications Council

**Submitted by:** J. Kevin Barge, Chair

This report summarizes the activities of the Publications Council since the February/March 2019 Executive Committee meeting in Washington, DC.

### 1. Editorial Appointments:

Three editors-elect were approved by the Legislative Assembly: Bernadette Calafell (*Journal of International and Intercultural Communication*), Mohan Dutta (*Journal of Applied Communication*), and Joe Mazer (*Communication Education*). Current editors have been notified and have begun the transition process to the new editors-elect.

### 2. Diversity, Equity, and Inclusion Activities:

The Publications Council met with the Diversity Council during the NCA Leadership Retreat and developed a set of action steps aimed at diversifying journal editorships and editorial boards. The following activities emerging from that joint meeting have been completed:

*Website Updates:* Journal rotation calendar and information has been updated; journal editor call has been updated to include request for co-editing plan when needed; revised selection criteria for editor selection has been posted (relevant research profile, relevant editorial experience, relevant project management experience, and innovative vision); and position statement of editorial contribution to scholarship has been added.

*Editor Development:* Material on diversifying review process and editorial board recruitment has been added to the *Manual for Journal Editors*; working with Taylor & Francis to present implicit bias training at the 2019 and future NCA Journal Editors' Workshops.

*Data Collection:* NCA staff are currently collecting demographic data on NCA journal editorial board membership.

Additional, longer-term activities, such as NCA developmental member workshops, require further discussion and attention.

### 3. 2019 Baltimore NCA Meeting

The Publications Council will sponsor the following programs at the 2019 Annual Convention in Baltimore:

- Journal Editors' Workshop—a three-hour session bringing together both current and incoming editors.
- How to Get Published and Navigating the NCA Journals – a newly created two-part session that combines the previous How to Get Published Session with the previous Meet the Journal Editors session to provide a richer experience for attendees.
- Publications Council Business Meeting

### 4. Upcoming Editor Recruiting:

Editors-elect for three of the Association's journals will need to be appointed in 2020:

- *Communication and Critical/Cultural Studies*
- *First Amendment Studies*
- *Text and Performance Quarterly*

5. Publications Council Composition:

Bryant Keith Alexander (Loyola Marymount University) and Erina MacGeorge (Penn State) will rotate off this year on the Publications Council and will need to be replaced in 2020.

## Research Council

**Submitted by:** Mindy Fenske, Chair

**Current Members:** Qingwen Dong (2019-2021), Shaunak Sastry (2019-2021), Tina Harris (2018-2020), Norah Dunbar (2018-2020), Robin Boylorn (2017-2019), John Caughlin (2017-2019)

**Chair-Elect:** Charles Morris (2020-2022)

**National Office liaison:** LaKesha Anderson

### **Research Council Innovation Grant Proposal (RIG...title still under development)**

At the February Leadership Retreat, the RC made significant headway on constructing a formal proposal for an NCA sponsored pilot grant program designed to facilitate and promote research and scholarship that is engaged, and/or innovative, and/or focuses on internationalization.

### **Mid-Career Scholar Writing Retreat (MCSWR)**

The next MCSWR is being planned for the summer of 2020 and will be hosted by The University of South Florida. The RC is in the process of editing the call for participation and in creating the budget proposal for continued NCA funding. In the last budget cycle, the retreat was funded on a bi-annual basis. Given the positive feedback and success of the event, the RC is exploring proposing this as an annual event.

### **2019 NCA Convention Planning**

The Research Council will sponsor three panels and the RC business meeting

*Charles H. Woolbert Award 2019—Celebrating Denise Solomon and Leanne Knobloch*

Chair(s): John P. Caughlin and Mindy Fenske. Presenters:

Michael E. Roloff, Northwestern University

Mary Anne Fitzpatrick, University of South Carolina

Jennifer A. Theiss, Rutgers University

Rachel McLaren, University of Iowa

*Surviving Grant-Writing: Challenges and Opportunities in Pursing Funding in Communication*

Chair: Norah E. Dunbar, University of California, Santa Barbara. Presenters:

Celeste M. Condit, University of Georgia

Kate Kenski, University of Arizona

Roderick Hart, University of Texas, Austin

Jennifer L. Stromer-Galley, Syracuse University

Claude H. Miller, University of Oklahoma

*Surviving Interdisciplinary Research Teams*

Chair: Shaunak Sastry, University of Cincinnati. Presenters:

Gail T. Fairhurst, University of Cincinnati

Jakob D. Jensen, University of Utah

Stephanie Tong, Wayne State University

S. Shyam Sundar, Penn State University

### **Woolbert Award**

- At the point of the submission of this report, the RC is in the process, in their role as the selection committee, of going through all the nominations for this award.

## Teaching and Learning Council

**Submitted by:** Shannon VanHorn, Chair

Members: Vinita Agarwal, Salisbury University; Joe Mazer, Clemson University; Eletra Gilchrest-Petty, University of Alabama Huntsville; Tara Reed, Tarrant County College; Nelle Bednar Runge, University of Central Arkansas; Susan Ward, Delaware County Community College; National Office Liaison LaKesha Anderson, Shannon VanHorn, Valley City State University, Chair.

1. The following sessions have been programmed for the upcoming conference:

**(A.) Teaching the Students We Have, Not the Students We Wish We Had: Thursday, 2-3:15 Peale B (Hilton)**

*Panel Facilitator*

Danamarie Every Gallagher, Department of Communication Studies, Delaware County Community College.

*Panelists*

Scott Edward Branton II, Doctoral student, Department of Communication, University of Missouri

Joseph Fontana, Master student, Clemson University, Department of Communication.

Evan Moreland, Undergraduate student, Department of Communication, Salisbury University.

Marco Ramirez, Undergraduate student, School of Communication, University of Central Arkansas.

Frederick Shegog, Undergraduate student, Department of Communication Studies, Delaware County Community College.

**(B.) Surviving and Thriving Across the Discipline in an ERA of STEM: Friday, 12:30-1:45 Peale B. (Hilton)**

*Co-Chairs:*

Eletra Gilchrist-Petty, The University of Alabama Huntsville

Tara Reed, Tarrant County College

*Presenters:*

Eletra Gilchrist-Petty, The University of Alabama Huntsville;

Kelly Norris Martin, Rochester Institute of Technology

Ince Meserko, California Polytechnic State University

E. Michele Ramsey, Penn State, Berks College

Tara Reed, Tarrant County College

Haijing Tu, Indiana State University

Tracy R. Worrell, Rochester Institute of Technology

Courtney Wright, The University of Tennessee

**(C.) Teacher's Office Hours: Friday, 3:30-4:45 Key Ballroom 7 (Hilton)**

*Co-Chairs:*

Joseph P. Mazer, Clemson University

Susan M. Ward, Delaware County Community College

*Presenters:*

Andrew Ledbetter, Texas Christian University; Nick Bowman, Texas Tech University; John McAuthor, Furman

University; Angela Hosek, Ohio University; Laura Black, Ohio University; Brian Quick, University of Illinois

Anita Foeman, West Chester University; Stephen Croucher, Massey University; John Baldwin, Illinois State

University; Elizabeth Graham, Kent State University; Jody Koenig Kellas, University of Nebraska-Lincoln; Tang

Tang, Kent State University; Lance Lippert, Illinois State University; Kevin Meyer, Illinois State University;

Christine S. Davis, University of North Carolina-Charlotte; Isa Engleberg, Prince Georges Community College

Kendall Phillips, Syracuse University; Timothy Sellnow, University of Central Florida; Andrew Pyle, Clemson

University; James N. Gilmore, Clemson University

We are will have signage to help alert conference attendees of the Teacher’s Office Hours.

2. The e-Tools series has published the following white papers:

January	Canva	Kristine M. Nicolini, Univrsity of Wisconsin Oshkosh
February	Webx	Cerise L. Glenn, University of North Carolina Greensboro
March	Kialo	Jeffrey Bile, Spalding University
April	Pinterest	Karla Hunter, South Dakota State University
May	Flipgrid	Amy Duchsherer, North Dakota State University
June	Turnitin	Eletra Gilchrest Petty, University of Alabama Huntsville

Recruitment has been difficult. We are in discussion whether to continue with this series or let it go. One idea brought forth is to publish a series of articles on a topic, such as an LMS. We will be continuing to discuss options for this series.

3. The Elementary and Secondary Education section brought for a resolution in support of states requiring a public speaking in the K-12 system and integrating it as a standard. The Teaching and Learning Council supported this resolution, but it has since been rescinded.

4. Syllabi Project: We have been recruiting undergraduate syllabi for the following areas:

African American Studies	Argumentation and Debate
Business and Professional Communication	Communication Ethics
Communication for the Classroom Teacher	Communication Research Methods
Communication Theory	Conflict and Communication
Crisis Communication	Environmental Communication
Family Communication	Foundations of Communication
Gender Communication	Health Communication
Intercultural Communication	Interpersonal Communication
Interracial Communication	Leadership
Listening	Media Literacy
Mass Communication	Methods of Teaching Speech
Nonverbal Communication	Organizational Communication
Persuasion	Political Communication
Public Relations	Public Speaking
Rhetorical Theory and Criticism	Small Group Communication
Social/Digital Media	Sports Communication

Some syllabi have been received; the NCA website has been updated. We are continuing to recruit for additional syllabi.

We have also been recruiting syllabi for the following graduate-level courses:

Communication Pedagogy	Communication Theory
Crisis Communication	Foundations of Communication
Health Communication	Intercultural Communication
Interpersonal Communication	Organizational Communication
Qualitative Methods	Quantitative Methods
Rhetorical Criticism	

We are still recruiting and hope to have this section available by the end of Spring 2020.

5. We are recruiting online activities for the following undergraduate courses:

Communication Pedagogy	Crisis Communication
Foundations	Group Communication
Health Communication	Intercultural Communication
Interpersonal Communication	Organizational Communication
Qualitative Methods	Quantitative Methods
Theory	

We are still recruiting in these areas, too.

6. We have added the following Effective Instructional Practices (EIP):

- Reflexivity: Deanna Fasset
- Rapport: Brandy Frisby
- Human-Machine Communication in the Classroom: Chad Edwards

7. 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. We have revised this section to consist of several specific questions for each. The goal is to get these uploaded by the conference.

8. We have looked at the rest of the resources within the Teaching and Learning section of the webpage and have some sources to include, as well as recommendations for reorganization of it. Our next focus will be to work with the K-12 people to provide resources for their needs.

9. We also anticipate working with the Diversity Council for suggestions and ideas to include in these resources.

## Routledge, Taylor & Francis



### Confidential Publishing Report

### *NCA Journals*

November 2019

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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.

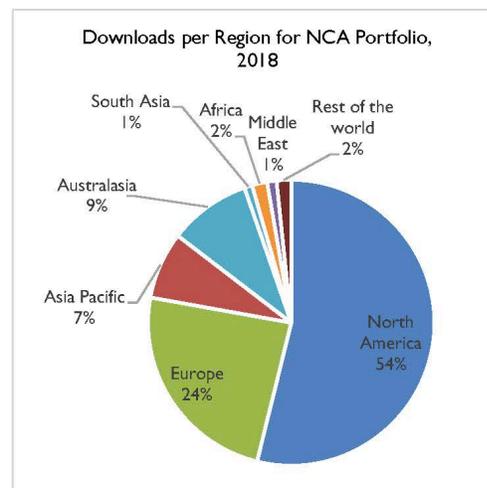
*Communication Education* and *Communication Teacher* are sold jointly as the Communication Education Pack. *Quarterly Journal of Speech* and *First Amendment Studies* are also sold jointly as the Quarterly Journal of Speech Pack.

## 3 Marketing and Promotion

### 3.1 NCA Journal Readership

Our network marketing strategy is designed to ensure that 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 640,133 in 2018; an increase of around 90,000 downloads over the previous year.

NCA's journals are read by a global audience, with 46% of downloads to the portfolio coming from regions outside of North America in 2018. The full distribution of downloads by region can be seen in the chart to the right.



### 3.2 NCA Online Journals Platform

The NCA Online Journals Platform continues to provide members with access to all the current and archived 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 a recruitment incentive for non-members, who may not have existing access to all publications via institutional subscriptions. In 2018 there were more than 60,000 downloads to NCA journal content via the Online Journals Platform.



Members also have access to four additional international communication studies journals via the NCA online journals portal: *Javnost, Language and Intercultural Communication, Chinese Journal of Communication*, and *Communicatio: 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.

### 3.3 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 social media and 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 promotion. Spotlighting communication research on an international platform also connects research from the Association's publications with current NCA initiatives.

### 3.4 Presidential Address and Awards Sponsorship

Routledge, Taylor & Francis are sponsors of the NCA 105<sup>th</sup> Annual NCA Presidential Address and Awards Presentation. Part of this sponsorship goes towards supplementing the prizes for student recipients of NCA awards. The 2019 student award recipients are:

- Elizabeth A. Hintz, University of South Florida – Donald P. Cushman Memorial Award
- Clinton L. Brown, Purdue University – Donald P. Cushman Memorial Award
- Euin Kim, University of Utah – James L. Golden Outstanding Student Essay in Rhetoric Award
- Megan Alyssa Fletcher, North Carolina State University – Stephan E. Lucas Debut Publication Award

## 4 Editorial Stewardship

### 4.1 Clarivate Analytics Social Science Citation Index® and Impact Factors

In June 2019, the 2018 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)\*:

Journal	JCR®	JCR®
<i>Communication Monographs</i>	Communication	n/a
<i>Journal of Applied Communication Research</i>	Communication	n/a
<i>Critical Studies in Media Communication</i>	Communication	n/a
<i>Quarterly Journal of Speech</i>	Communication	n/a
<i>Communication and Critical/Cultural Studies</i>	Communication	Cultural Studies

\*TPQ is also included in the A&HCI. Impact Factors are not calculated for journals included in the A&HCI.

The 2018 Impact Factors were released in July this year, and the 2-year and 5-year Impact Factors (IF) for each journal are listed below:



Journal	2-year IF	5-year IF
<i>Communication Monographs</i>	2.365	2.782
<i>Journal of Applied Communication Research</i>	1.033	1.797
<i>Critical Studies in Media Communication</i>	1.267	1.264
<i>Quarterly Journal of Speech</i>	1.758	1.087
<i>Communication and Critical/Cultural Studies</i>	0.953	1.130

All five of the journals increased their 2- and 5-year Impact Factors (IFs) in the 2018 IFs. There has been a notable increase in the 2018 IFs for *Communication and Critical/Cultural Studies* and *Critical Studies in Media and Communication* in particular.

As IFs are based on citations of 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 and Critical/Cultural Studies*, *Journal of Applied Communication Research*, and *Critical Studies in Media Communication* over the course of the past year.

##### 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 2018, including:

- Critical Communication and Pedagogy, *Communication Teacher* 32.1
- Advances in Methods and Statistics, *Communication Monographs* 85.1
- ISIS beyond the spectacle: Communication media, networked publics, terrorism, *Critical Studies in Media Communication* 35.1
- Communication and Instruction Beyond the Traditional Classroom, *Communication Education* 67.4

Several journals also publish forum sections, through which they reflect on important topical issues, such as the *Communication Education* “Wicked Problems” series, the *Journal of Applied*



*Communication Research's* forum on “#MeToo, sexual harassment,” and the *Communication and Critical/Cultural Studies' focus* on “Race and Rhetoric.”

We promote special issue and forum content to a wide audience, in line with journal objectives, 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:

- Prison Education
- In Defense of the Humanities: What Does Communication Studies Give?
- Literature as Philosophy of Communication
- *Black Panther* in Widescreen: Cross-disciplinary Perspectives on a Pioneering, Paradoxical Film
- (Re)Sounding Pedagogy: Critical Communication Pedagogies of/for/in Sound
- Visual Voices and Aural (Auto)Ethnographies: The Personal, Political, and Polysemic Value of Storytelling and/in Communication



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.

Calls for papers for upcoming themed *Review of Communication* issues can be found here: <https://think.taylorandfrancis.com/review-of-communication-upcoming-calls-for-papers/>.

#### 4.4 *NCA Studies in Communication Book Series*

The *NCA Focus on Communication Studies* short-form book series publishes cutting-edge commentary on topical issues, policy-focused research, analytical or theoretical innovations, and in-depth case studies. The series builds on top-downloaded articles published across NCA journals. The NCA Publications Council works with Routledge, Taylor & Francis in selecting articles for potential expansion in the series.

The first two books in the series were published this year:

- *The Twitter Presidency: Donald J. Trump and the Politics of White Rage* by Brian L. Ott and Greg Dickinson
- *Mobile Devices and Technology in Higher Education* by Jeffrey H. Kuznekoff, Stevie M. Munz and Scott Titsworth



## 4.5 Authors and Researchers

### 4.5.1 Support for Authors and Researchers

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 the NCA Publications Council and NCA National Office at the NCA 105<sup>th</sup> 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 Saturday, 11/16 at 2:00 PM, Hilton Baltimore, Key Ballroom 7 (Second Floor).

### 4.5.2 Publishing in International Journals

Our Author Services site includes a blog called “Insights,” which features tips and advice on publishing from industry experts and from authors, researchers and editors. A recent blog post on “publishing in international journals” was written by NCA published author Dr. Bingjuan Xiong. In her post, written particularly with fellow Chinese researchers in mind, Dr. Xiong talks about her experiences publishing in *Journal of International and Intercultural Communication* and shares a few tips for authors on publishing in international journals.

Dr. Xiong’s post can be found on our Author Services site.





## 5 Editorial Contact Details

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

**Fiona Richmond**, Global Head of Portfolio, [fiona.richmond@tandf.co.uk](mailto:fiona.richmond@tandf.co.uk)

Fiona is the Global Head of Portfolio for Media, Communication, and Cultural Studies journals at Routledge, Taylor & Francis and is a liaison to the National Office and Publications Council.

**Sophie Wade**, Portfolio Manager, [sophie.wade@tandf.co.uk](mailto:sophie.wade@tandf.co.uk)

Sophie is Portfolio Manager for Media, Communication, and Cultural Studies. She is responsible for all day-to-day publishing issues relating to the NCA journals and is the first point of contact for Editors.

**Iain Matthews**, Marketing Manager, [iain.matthews@tandf.co.uk](mailto:iain.matthews@tandf.co.uk)

Iain is the Marketing Manager for NCA journals and oversees promotional and marketing activities for the journals.

**Matthew Atkins**, Production Supervisor, [matthew.atkins@tandf.co.uk](mailto:matthew.atkins@tandf.co.uk)

Matthew is the Production Supervisor for NCA journals and oversees the journal production teams and the whole production process.

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

## **Interest Group Reports**

Each Interest Group is asked to submit an annual report to the Legislative Assembly. The electronic reports can be found on the NCA website at the following URL: [www.natcom.org/interestgroupreports](http://www.natcom.org/interestgroupreports).

## **Journal Editor Reports**

Each journal editor is asked to submit an annual report. The electronic versions of these reports can be found on the NCA website: <https://www.natcom.org/nca-editor-reports>.

## Business

### Election of the 2020 Leadership Development Committee

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

The Leadership Development Committee 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 LDC.

Members who will serve on the 2020 Committee on Committees include:

- |                      |                                      |
|----------------------|--------------------------------------|
| Star Muir, Chair     | Immediate Past President             |
| Kent Ono             | President                            |
| David McMahan        | First Vice president                 |
| Roseann Mandziuk     | Second Vice President                |
| Trevor Parry-Giles   | Executive Director (without vote)    |
| Bree McEwan          | Elected (At-Large, 2018)             |
| Carey M. Noland      | Elected (At-Large, 2018)             |
| Ahmet Atay           | Elected (Legislative Assembly, 2018) |
| Kimberly Moffitt     | Elected (Legislative Assembly, 2018) |
| Sumana Chattopadhyay | Elected (At-Large, 2019)             |
| Lijiang Shen         | Elected (At-Large, 2019)             |

- |          |                                      |
|----------|--------------------------------------|
| 1. _____ | Elected (Legislative Assembly, 2019) |
| 2. _____ | Elected (Legislative Assembly, 2019) |

## Affiliate Renewals

NCA policy requires that renewals for affiliate status with NCA “will initially be reviewed by the NCA Executive Committee. After review, the Executive Committee will forward the application with its recommendation to the NCA Legislative Assembly for final approval.” Renewals of affiliate status occur every five years.

The following organizations filed the required certifications and signed the Affiliate MOU:

American Debate Association	Korean-American Communication Association
American Forensic Association	Media Ecology Association
American Society for the History of Rhetoric	National Federation of High School, Debate, & Theatre Association
Association for Business Communication	National Forensic Association
Association for Chinese Communication Studies	National States Advisory Council
Association for Communication Administration	New York State Communication Association <b>(new affiliate)</b>
Association for the Rhetoric of Science, Technology, and Medicine	Partnership for Progress on the Digital Divide
Central States Communication Association	Phi Rho Pi
Chinese Communication Association	Pi Kappa Delta
Cross Examination Debate Association	Religious Communication Association
Eastern Communication Association	Rhetoric Society of America
Eurasian Communication Association of North America	Russian Communication Association
International Forensics Association	Southern States Communication Association
International Listening Association	Urban Communication Foundation
Japan-U.S. Communication Association	Western States Communication Association
Kenneth Burke Society	

The following organizations have not responded to several requests to renew their affiliate status:

Society for the Study of Symbolic Interactionism  
South African Communication Association  
World Communication Association

The following organization declined to renew its affiliate status with NCA:

International Communication Association

With the approval of the LA, the organizations noted above will renew their affiliate status with NCA effective January 1, 2020 and lasting until December 31, 2024. The organizations that have not yet responded may do so at any time; failure to respond by December 31, 2019 will terminate their affiliate status with NCA. Effective January 1, 2020, the International Communication Association will not have affiliate status with NCA, as per its request.

## Financial Reports

Finance Committee Chair, Marnel Niles Goins, will present the budget projections for calendar year 2020 along with a review of revenues and expenses for calendar year 2019.

### National Communication Association Proposed Calendar Year 2020 Budget

	Proposed 2020 Budget	2019 Budget
<b>Operating Revenue</b>		
Membership Dues	715,000	725,000
Convention Revenue	913,000	923,500
Royalties	900,000	857,000
Chapter Renewals, Fees & Sales	268,000	261,000
Advertisement Income	112,000	122,000
Editor Stipend Revenue	140,000	140,000
Program Revenue	25,000	25,000
Subscription Sales	19,500	25,000
Rental Income	57,600	51,000
Contributions	10,000	10,000
Extra Unit Affiliation	7,000	7,000
Other	5,000	5,000
<b>Total Operating Revenue</b>	<b>3,172,100</b>	<b>3,151,500</b>
<b>Operating Expenses</b>		
Salaries & Wages	1,155,000	1,135,980
Payroll Taxes	96,000	89,000
Employee Benefits	275,900	250,000
Professional Services	360,500	427,900
Advertising	31,000	41,000
Taxes	61,000	60,000
Interest Groups	50,720	45,000
Awards	27,000	19,900
Program Grants & Sponsorships	242,500	157,000
Membership Fees & Merchandise	16,000	15,000
Travel & Meetings	177,500	196,500
Communication & Outreach	23,000	18,000
Food & Beverage	63,000	63,000
Audio & Visual	145,000	145,000
Building Maintenance & Utilities	66,300	66,300
Office Expenses	138,800	130,500
Information Technology	153,000	147,000
Fees	60,800	60,800
Dues & Subscriptions	149,000	114,000
Insurance	30,850	37,600
Editor Stipends	176,000	176,000
Program Expenses	48,000	46,500
Miscellaneous	34,250	34,250
<b>Total Operating Expenses</b>	<b>3,581,120</b>	<b>3,476,230</b>
<b>Change in Net Assets - Operating Surplus/(Loss)</b>	<b>(409,020)</b>	<b>(324,730)</b>
<b>Non-Operating Revenue</b>		
Investment Income	386,000	386,000
<b>Total Non-Operating Revenue</b>	<b>386,000</b>	<b>386,000</b>
<b>Non-Operating Expenses</b>		
Investment Fees	42,000	42,000
Depreciation Expense	135,000	115,000
<b>Total Non-Operating Expenses</b>	<b>177,000</b>	<b>157,000</b>
<b>Change in Net Assets - Non-Operating Surplus/(Loss)</b>	<b>209,000</b>	<b>229,000</b>
<b>Total Revenue</b>	<b>3,558,100</b>	<b>3,537,500</b>
<b>Total Expenses</b>	<b>3,758,120</b>	<b>3,633,230</b>
<b>Change in Net Assets - Surplus/(Loss)</b>	<b>(200,020)</b>	<b>(95,730)</b>

## 2020 Budget Summary

### Preamble

Pursuant to the NCA Bylaws and NCA's policies and procedures, the National Office has prepared the 2020 Budget and this summary explanation of the specific items found in that budget. In constructing this budget, several basic principles were followed. First, a reminder that the 2020 budget and the summary (as with the 2019 budget and summary) appear significantly different from past NCA budgets in large part because of important streamlining and efficiencies in reporting and accounting. 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 removed from the operating projections items and/or funds that do not factor in to NCA operations—this practice is continued with the 2020 budget. Finally, the 2020 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 2020 budget projects total revenue of \$3,172,100; slightly more than the \$3,151,500 that was projected in 2019 (a 0.6 percent increase).

First, NCA's revenue projections for 2020 do not include projected investment income; this projection is only for operating revenue. Anticipated investment revenue for 2020 is \$386,000; none of that revenue figures in to NCA's operations and is thus irrelevant to projected operating revenue. The 2020 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. For 2019, NCA projected dues income of \$725,000. These are highly conservative estimates; from 2013-2016 (four fiscal years), NCA averaged \$766,447 in membership dues revenue before seeing a significant decline in dues revenue in 2017. As a function of the controversial Dallas convention, we believe, membership dues revenue for 2017 was \$601,040; for 2018, membership revenues rebounded to \$742,529 (though a portion of that increase derived from a re-accounting of funds from life memberships). Again conservatively, NCA membership dues revenue for 2020 are projected to be \$715,000.

Third, NCA generates income from our student organizations through membership fees, chapter renewals, and merchandise sales. The 2020 budget forecasts revenue of \$268,000, slightly up from the \$261,000 projected for 2019.

Fourth, the 2020 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 2020 is \$22,000 less than 2019: \$100,000. 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. For 2019, the budget projected \$51,000 in revenue in this category; for 2020, the projection is for \$57,600 revenue in this category.

Fifth, much of NCA's convention revenue comes from registration fees. Conservatively, the 2019 budget projected a slight (\$1,000) increase in registration fee revenue for the Baltimore convention while anticipating

larger declines in booth sales and preconference/seminar income. The 2019 budget projected convention revenue to be \$908,500; for 2020, the projection is for \$913,000 in convention revenue, a 0.4% increase from 2019.

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 2020 to be \$1,040,000.

Revenue Category	2019 Budget	2020 Budget
Membership Dues	\$725,000	\$715,000
Student Organizations	\$261,000	\$268,000
Convention	\$908,500	\$913,000
Publications	\$997,000	\$1,040,000
<b>Total</b>	<b>\$3,151,500</b>	<b>\$3,172,100</b>

## Expenses

The 2020 budget projects total operating expenses of \$3,581,120; this projection is a 2.9 percent increase from the 2019 budget for expenditures, \$3,476,230. Notably, despite this small increase for 2020, the expected expenses for 2020 are still substantially less than the \$3,952,863 that was projected in 2018 (a 9.4 percent decrease).

### *General & Administrative Expenses*

NCA is projecting 2020 general and administrative expenses to be \$2,303,300. Expenses in this category for 2019 were projected at \$2,236,930 (a 3 percent increase).

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 2020 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 \$1,521,900 for compensation, benefits, and taxes in 2020; in 2019, NCA projected expenses of \$1,464,980 in this category (a 3.7 percent increase).

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, 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 \$646,400 for other general and administrative costs and functions; in 2019, NCA projected expenses of \$614,950 in this category (a 4.8 percent increase).

*Executive Office Expenses*

NCA is projecting 2020 executive office expenses to be \$148,500. Expenses in this category for 2019 were projected at \$145,800 (a 1.7 percent increase).

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 2020 to be \$91,500 (a 2.7 percent increase from 2019).

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 \$57,000 for 2020.

*Academic/Professional Resources*

NCA is projecting 2020 academic/professional resources expenses to be \$412,720. Expenses in this category for 2019 were projected at \$340,900 (a 17.5 percent increase).

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, and the Alta Argumentation conference. For 2019, the budget projected \$154,000 for grant-making; for 2020, the budget projects \$239,000 (a 35.5 percent increase). This increase is accounted for by the \$55,000 grant to the inaugural host of the NCA Center for Communication, Community Collaboration, and Change and the \$30,000 increase in the student caucus travel grants.

Another increase in the Academic & Professional Resources portion of the budget comes from the National Office's proposal to increase the Interest Group budgets to a minimum of \$500. For those IGs that already receive more than \$500/year, their budgets will remain the same; those that receive less than \$500/year will see an increase in their 2020 budgets. This change results in a \$5,720 increase in the overall IG budget for 2020, to \$50,720. This increase is offset by a substantial decrease (\$25,000) in the meetings & events portion of the APA budget.

*Convention*

NCA is projecting 2020 annual convention expenses to be \$505,100. Expenses in this category for 2019 were projected at \$470,100 (a 6.9 percent increase).

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. The budget increase from 2019 to 2020 is mostly due to regularized increases in professional fees for convention services, increased travel to Indianapolis (as opposed to the cheaper travel to Baltimore), and increased shipping fees (again, to Indianapolis as opposed to the closer Baltimore).

*External Affairs & Publications*

NCA is projecting 2020 external affairs and publications expenses to be \$356,000. Expenses in this category for 2019 were projected at \$405,500 (a 13.9 percent decrease).

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 of video production are also included in this category.

Expense Category	2020 Budget
General & Administrative Revenue (e.g., compensation; office expenses; professional fees and services)	<b>\$2,303,300</b>
Executive Office (e.g., governance; meetings & events; travel)	<b>\$148,500</b>
Academic & Professional Resources (e.g., program grants; student organizations; public programs)	<b>\$412,720</b>
Convention	<b>\$505,100</b>
Publications (e.g., <i>Spectra</i> ; video production; editor stipends)	<b>\$356,000</b>
<b>Total</b>	<b>\$3,581,120</b>

## Resolution Proposal

The following is a new proposed resolution statement. The proposal was submitted by the June 30 deadline to the Resolutions Committee.

The Resolutions Committee was asked to do one of the following after due diligence and deliberation; the Committee's decision is reported to the Legislative Assembly by the Resolutions Committee Chair:

1. Recommend support and accept resolution
2. Recommend rejection of the resolution
3. Forward to LA with no recommendation

### Resolution Condemning White Supremacy in Political Discourse

*Submitted by David Oh, Bryan J. McCann, and Kay Beckermann*

*Endorsed by Activism & Social Justice Division, African American Communication & Culture Division, American Studies Division, Asian/Pacific American Caucus, Asian/Pacific American Communication Studies Division, Caucus on Lesbian, Gay, Bisexual, Transgender, and Queer Concerns, Critical and Cultural Studies Division, Freedom of Expression Division, International & Intercultural Communication Division, La Raza Caucus & Latino/Latina Communication Studies Division, Rhetorical & Communication Theory Division*

*Whereas the National Communication Association's Credo for Ethical Communication states, "We condemn communication that degrades individuals and humanity through distortion, intimidation, coercion, and violence, and through the expression of intolerance and hatred,"*<sup>1</sup>

*Whereas the NCA Statement on Diversity, Equity, and Inclusion states, "The NCA opposes efforts to eliminate or restrict policies or actions that are designed to foster the goal of diversity,"*<sup>2</sup>

*Whereas white supremacist and/or white nationalist organizations oppress communities of color and, in some cases, support and enable the violent erasure of historically underrepresented, under-resourced, and/or vulnerable communities,<sup>3</sup> Whereas white supremacist and/or white nationalist organizations, as well as adherents to their ideologies, have used violence to pursue their ends,<sup>4</sup>*

<sup>1</sup> National Communication Association, "Credo for Ethical Communication," 2017, [https://www.natcom.org/sites/default/files/Public\\_Statement\\_Credo\\_for\\_Ethical\\_Communication\\_2017.pdf](https://www.natcom.org/sites/default/files/Public_Statement_Credo_for_Ethical_Communication_2017.pdf)

<sup>2</sup> National Communication Association, "NCA Statement on Diversity, Equity, and Inclusion," 2017, [https://www.natcom.org/sites/default/files/Public\\_Statement\\_NCA\\_Statement\\_on\\_Diversity\\_Equity\\_and\\_Inclusion\\_2017\\_0.pdf](https://www.natcom.org/sites/default/files/Public_Statement_NCA_Statement_on_Diversity_Equity_and_Inclusion_2017_0.pdf)

<sup>3</sup> See, for example, Southern Poverty Law Center, "White Nationalist," <https://www.splcenter.org/fighting-hate/extremist-files/ideology/white-nationalist>

<sup>4</sup> See Weiyi Cai and Simone Landon, "Attacks by White Extremists are Growing. So Are Their Connections," *New York Times*, 3 April 2019, <https://www.nytimes.com/interactive/2019/04/03/world/white-extremist-terrorism-christchurch.html?mtrref=www.google.com&mtrref=www.nytimes.com>; "Hardcore White Supremacists Elevate Dylann Roof to Cult Hero Status," *Anti-Defamation League*, 6 February 2019, <https://www.adl.org/blog/hardcore-white-supremacists-elevate-dylann-roof-to-cult-hero-status>; Spencer S. Hsu and Peter Hermann, "D.C. Man Arrested

*Whereas organizations espousing discourse in support of and/or pursuing white supremacist and/or white nationalist objectives undermine the principles enshrined in the Credo for Ethical Communication and the Statement on Diversity, Equity and Inclusion,*

*Whereas such organizations are inconsistent with the principles of a thriving democratic culture,<sup>5</sup>*

*Whereas, in the past several years, white supremacist and/or white nationalist groups have grown in size and become bolder in their public actions,<sup>6</sup>*

*Whereas such groups perform a significant amount of their activity on college and university campuses,<sup>7</sup>*

*Whereas the National Communication Association is a learned society of primarily academic professionals and students who work and learn on such campuses and, as such, are vulnerable to such activity,*

*Whereas the discourse and actions of white supremacist and/or white nationalist groups target vulnerable communities represented within the membership of NCA,*

*Whereas the public denunciation of hate speech and other such forms of communication is consistent with the NCA's commitment to "freedom of expression, diversity of perspective, and tolerance of dissent,"<sup>8</sup>*

*Therefore be it resolved that the NCA condemns in the strongest possible terms white supremacist discourse by political leaders that argues for white people's biological and/or cultural superiority and/or the biological and/or cultural inferiority of people of color and white nationalist discourse that argues for the physical and cultural segregation of people by race.*

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on Gun Charge after Relatives Alert Police to His Alleged White Nationalist Outbursts," *Washington Post*, 13 November 2018, [https://www.washingtonpost.com/local/public-safety/dc-man-arrested-on-gun-charge-after-relatives-alert-police-to-his-alleged-white-nationalist-outbursts/2018/11/13/e3a6d2fa-e771-11e8-b8dc-66cca409c180\\_story.html?fbclid=IwAR2ng0XZ8nqWeFOxam9M2PfYDo0RrCuEWbY2J2emqs7M1DpAH42ndt3LD7c&nooredirect=on&utm\\_term=.dd9828335f96](https://www.washingtonpost.com/local/public-safety/dc-man-arrested-on-gun-charge-after-relatives-alert-police-to-his-alleged-white-nationalist-outbursts/2018/11/13/e3a6d2fa-e771-11e8-b8dc-66cca409c180_story.html?fbclid=IwAR2ng0XZ8nqWeFOxam9M2PfYDo0RrCuEWbY2J2emqs7M1DpAH42ndt3LD7c&nooredirect=on&utm_term=.dd9828335f96); Seth G. Jones, "The Rise of Far-Right Extremism in the United States," *CSIS Briefs*, 7 November 2018, <https://www.csis.org/analysis/rise-far-right-extremism-united-states>; Kimberlé Williams Crenshaw, "Racial Terror and the Second Repeal of Reconstruction," *New Republic*, 29 May 2019, <https://newrepublic.com/article/153772/racial-terror-failed-promise-reconstruction-trump-america>; Susan Svrluga and Lori Rozsa, "'Kill Them': Three Men Charged in Shooting after Richard Spencer Speech," *Washington Post*, 20 October 2017, [https://www.washingtonpost.com/news/grade-point/wp/2017/10/20/kill-them-three-men-charged-in-shooting-after-richard-spencer-speech/?utm\\_term=.60e037d78fce](https://www.washingtonpost.com/news/grade-point/wp/2017/10/20/kill-them-three-men-charged-in-shooting-after-richard-spencer-speech/?utm_term=.60e037d78fce)

<sup>5</sup> See Crenshaw. For broader historical context, see W.E.B. DuBois, *Black Reconstruction in America: 1860-1880* (New York: Free Press, 1998).

<sup>6</sup> U.S. House Committee on the Judiciary, "Hate Crimes and the Rise of White Nationalism," 9 April 2019, <https://judiciary.house.gov/legislation/hearings/hate-crimes-and-rise-white-nationalism>; "Hate groups reach record high," *Southern Poverty Law Center*, 19 February 2019, <https://www.splcenter.org/news/2019/02/19/hate-groups-reach-record-high>

<sup>7</sup> Jeremy Bauer-Wolf, "Even More White Supremacist Flyers," *Inside Higher Ed*, 6 March 2019, <https://www.insidehighered.com/news/2019/03/06/analysis-finds-increase-white-supremacist-propaganda-college-campuses>

<sup>8</sup> John D.H. Downing, "'Hate Speech' and 'First Amendment Absolutism' Discourse in the U.S.," *Discourse & Society* 10 (1999): 175-89; Mari J. Matsuda, Charles R. Lawrence, III, Richard Delgado, and Kimberlé Williams Crenshaw, *Words That Wound: Critical Race Theory, Assaultive Speech, and the First Amendment* (Boulder, CO: Westview, 1993).

## Bylaws Revision

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 Amendment and recommends it to the Legislative Assembly.

### *Bylaws Amendment*

Article III of the NCA Bylaws specifies the membership of the Legislative Assembly. Among those given membership to the Legislative Assembly is the Second Vice President Elect. 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. Nine At-Large Directors.

Rationale: The Executive Committee has changed the timing of the annual NCA election; beginning in 2020, the election will occur in December and the new second vice president will take office the following January 1. Given that the elected individual will only serve as second vice president elect for approximately two-three weeks, there’s no need for them to serve on the Legislative Assembly.

## New Interest Group Proposal

At its August meeting, the NCA Executive Committee considered one proposal for the formation of a new division. 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 the new division were certified by the National Office; the Executive Committee makes the following recommendation to the Legislative Assembly:

**Communication and the Military Division**—*The proposed division is forwarded to the Legislative Assembly with an endorsement from the Executive Committee.*

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## Proposal for a New NCA Communication and Military Division (Submitted by)

**Mary Ashlock**, Associate Professor  
Department of Communication  
University of Louisville  
[maryz.ashlock@louisville.edu](mailto:maryz.ashlock@louisville.edu)  
*Applied/Interpersonal/Organizational Comm/  
Training and Dev. Divisions; Black/Women's  
Caucuses, Caucus on LGBTQ Concerns (Military  
spouse and parent)*

**Erin D. Basinger**, Assistant Professor  
Department of Communication Studies University  
of North Carolina at Charlotte  
[ebasinge@uncc.edu](mailto:ebasinge@uncc.edu) *Family/Health/Interpersonal  
Com Divisions; Women's Caucus*

**Elizabeth F. Desnoyers-Colas**, Associate Prof.  
Department of Communication Studies Georgia  
Southern University  
[edesnoyerscolas@georgiasouthern.edu](mailto:edesnoyerscolas@georgiasouthern.edu)  
*African American Cultural Division; Black/ Disability  
Issues/Women's Caucuses (3rd generation military,  
retired USAF Public Affairs Officer, Major)*

**Luke Adam Dye**, MA Student  
Department of Communication Studies  
Texas State University  
[ld1121@txstate.edu](mailto:ld1121@txstate.edu)  
*Student Section (US Navy Veteran)*

**Linda Hughes-Kirchubel**, PhD Student  
Director of External Relations  
Purdue U. Military Family Research Institute  
[lhughesk@purdue.edu](mailto:lhughesk@purdue.edu)  
*Activism & Social Justice/Feminist & Women's  
Studies/Mass/Organizational Com Divisions;  
Women's Caucus (Military spouse and parent)*

**William T. Howe, Jr.**, PhD Student  
Department of Communication  
University of Oklahoma  
[w.howe@ou.edu](mailto:w.howe@ou.edu)  
*Game Studies/International and Intercultural/  
Organizational Com Divisions; Disability Issues  
Caucus (U.S. Army Veteran)*

**Jeni Hunnicutt**, Visiting Research Specialist  
Chez Center for Wounded Vets in Higher Ed  
University of Illinois  
[jeni@illinois.edu](mailto:jeni@illinois.edu) *Ethnography/Family/Interpersonal  
/Organizational Com Divisions (U.S. Army Nat'l  
Guard Veteran)*

**Katheryn C. Maguire**, Professor and Chair  
Department of Communication  
Wayne State University [kmaguire@wayne.edu](mailto:kmaguire@wayne.edu)  
*Family/Health/Interpersonal Com Divisions;  
Women's Caucus*

**Leanne K. Knobloch**, Professor and DGS  
Department of Communication  
University of Illinois  
[knobl@illinois.edu](mailto:knobl@illinois.edu)  
*Family/Interpersonal Com/LSI Divisions*

**Megan McFarlane**, Assistant Professor  
Department of Communication  
Marymount University  
[mmcfarla@marymount.edu](mailto:mmcfarla@marymount.edu)  
*Critical and Cultural Studies/Feminist & Women  
Studies/Rhetorical & Com Theory Divisions;  
Women's Caucus; Lambda Pi Eta.*

**Kayla B. Rhidenour**, Lecturer  
Department of Communication  
Baylor University  
[kayla\\_rhidenour@baylor.edu](mailto:kayla_rhidenour@baylor.edu)  
*Critical and Cultural Studies/Health/Political Com  
Divisions*

**Kelly R. Rossetto**, Associate Professor  
Department of Communication  
Boise State University  
[kellyrossetto@boisestate.edu](mailto:kellyrossetto@boisestate.edu)  
*Family/Health/Interpersonal Com Divisions*

**Erin Sahlstein Parcell**, Associate Professor  
Department of Communication  
University of Wisconsin-Milwaukee  
[eparcell@uwm.edu](mailto:eparcell@uwm.edu)  
*Family/Interpersonal/LSI Divisions; Caucus on LGBTQ  
Concerns, Women's Caucus (Military child/sibling)*

**Melinda Villagran**, Professor  
Department of communication Studies  
Texas State University  
[mvilla@txstate.edu](mailto:mvilla@txstate.edu)  
*Health Com Division (Military spouse)*

**Steven R. Wilson**, Professor  
Department of Communication  
University of South Florida  
[Wilson52@usf.edu](mailto:Wilson52@usf.edu)  
*Family/Interpersonal Com/LSI/Social Cognition  
Divisions (Military parent)*

## Rationale for the Proposed Division

Communication scholarship about the military has a long history, but since 9/11 work has proliferated across the discipline. For example, Erin Sahlstein Parcell and Lynn Webb's volume, *A communication perspective on the military: Interactions, messages, and discourses* (2015, Peter Lang), includes family communication, media studies, and rhetoric scholars. An online search of the 2018 NCA program using the term "military" found that papers on military-related topics were presented in the Applied Communication, Argumentation and Forensics, Feminist and Women's Studies, Health Communication, and International & Intercultural Communication divisions and were the focus of a Research in Progress roundtable. A second search using "veteran" revealed a number of distinct papers including work in the Activism and Social Justice, Critical and Cultural Studies, Organizational Communication, and Performance Studies divisions as well as the Community College section. Papers took up a host of topics including the militarization of women's reproductive bodies, uncertainty management by military spouses, veteran and civilian perceptions of PTSD, readings of war films, local to global implications of the military industrial complex, debates about kneeling during the National Anthem, propaganda in war news coverage, student veterans' assimilation into university campuses, and teaching difficult topics in the military classroom.

Communication scholars are engaged an array of analyses and critiques of the military, ranging from the lived experiences of military-connected individuals to the impacts of the military and militarization on larger societies.

The growth of communication scholarship/creative endeavor about the military is important; however, NCA members working on military-connected projects in one area (e.g., rhetoric) often are unaware that members in other areas (e.g., critical/cultural or family communication) are conducting relevant work as well. This dispersion inhibits collaborative efforts to promote scholarship, pedagogy, and community-engaged work on military/veteran-focused topics that can connect NCA members with diverse theoretical and methodological commitments. Although NCA members hold wide-ranging views about the military as an institution, many of us teach in areas/institutions impacted by the military and many of our students are veterans.<sup>1</sup>

Hence, the mission of the proposed Communication and Military Division is to promote scholarly, pedagogical, community-engaged, and social justice driven work that highlights and critiques communication, messages, and discourses within and about the military. The primary purpose is to bring NCA members working in this area together to identify important issues, share knowledge, enhance understanding, critique policies/practices, and contribute to positive social/cultural changes concerning military/veteran-related topics. Topics include (but are not limited to): media framings of military-connected experiences (e.g., women completing special forces training); policy debates about military-related services/benefits (e.g., LGBTQ+ discharge status justice); the role of family during military transitions; critical analyses of war rhetoric; examination of the military as a colonizing institution throughout time; health communication and self-advocacy in the Veterans Affairs Health system; narratives by veterans living with Gulf War illness; and organizing practices that empower student veterans. The division welcomes work from all epistemological, theoretical, and methodological perspectives that addresses these aims. Collectively, we do not take a "for" or "against" stance on the military as an institution. Rather, divisions members recognize the macro and micro implications the military has on culture, society, and our dialogic lives and are committed to fostering a space that actualizes our own and NCA's commitment to diversity, equity, and inclusion through theory and praxis.

<sup>1</sup> More than 750,000 veterans used post-9/11 GI bill benefits in 2017; about ¾ attended a public or non-profit private college (<https://rebootcamp.militarytimes.com/news/education/2018/06/11/post-911-gi-bill-usage-dropped-sharply-cause-for-concern/>).

## Distinctiveness of the Proposed Division

The proposed “Communication and Military” division is distinct from existing NCA interest groups. No existing NCA division takes the military as its primary focus even though our discipline, with its emphasis on how communication constitutes social entities and realities, is well positioned to offer unique insights and critiques. The proposed division shares some overlap with the Peace and Conflict Communication division; however, many topics central to Peace and Conflict Communication (e.g., mediation, dispute system design) are not focused on the military and many topics central to the newly proposed division (e.g., military spouses’ career discourses, policy debates about transgender service members) are not addressed by the Peace and Conflict division. Military-connected individuals also encompass the plethora of (in)visible identity standpoints, positioning the military as an opportune site for exploring intersections of race, class, gender, sexual orientation, ability, etc.

Given the strong presence of the military in most societies, the proposed division highlights a vital focus for communication studies.

## Impact of the Proposed Division on NCA and Existing Interest Groups

The proposed Communication and Military division will offer several benefits to NCA and its members. First, the new division will enhance the quality and rigor of communication scholarship about the military by creating regular opportunities (e.g., panels, pre-conferences) for dialogue and collaboration between scholars who embrace diverse meta-theoretical and methodological perspectives. Second, the new division will strengthen opportunities for NCA members to engage in public programs (e.g., best practices for facilitating classroom or public dialogue about challenging military-related topics) as well as to participate in policy discussions in ways consistent with NCA’s mission. The American Psychological Association (including APA Division 19: Society for Military Psychology) offers one model via its evidence-based commentary on policies such as the ban on transgender people serving in the military (<https://www.apa.org/news/press/releases/2017/07/transgender-military>). Third, the division will highlight opportunities for extramural funding (e.g., the NEH’s “Dialogues on the Experience of War” program, see <https://www.neh.gov/grants/education/dialogues-the-experience-war>) for which Communication scholars are well-qualified but underrepresented.

We recognize many members are concerned about the proliferation of NCA interest groups. We do not think the answer is to freeze the existing structure of NCA in perpetuity. Each proposal for a new division should be vetted carefully in terms of need and impact while NCA explores options for restructuring or cross-pollinating divisions. In any case, the proposed Communication and Military division should not have a major impact on existing NCA interest groups. We anticipate that NCA members will “add” membership in the new division to their existing affiliations rather than leave other divisions defined by theories or contexts (e.g., critical and cultural studies, international and intercultural communication). Other NCA divisions with a topical focus (e.g., Communication and Sport) are distinct enough that they should not be impacted by the new division. Existing divisions also may be enhanced by members jointly exploring topics (e.g., the use of sport to support veterans who are contending with transitional challenges). Other scholarly associations (e.g., the American Psychological Association) have longstanding military-focused divisions that have not detracted from other divisions in those associations. In sum, the need for a new division that analyzes and critiques communication within and about the military could not be greater. The proposed Communication and Military division should have many positive impacts for NCA and its members.

## Special Recognition

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

### Outgoing Executive Committee Members

- **Ronald L. Jackson II**, Officer
- **Marnel Niles Goins**, Finance Committee Chair
- **Mindy Fenske**, Research Council Chair

### Outgoing Editors

- **Robert Brookey**, Editor, *Critical Studies in Media Communication*
- **Tamara Afifi**, Editor, *Communication Monographs*
- **Deanna Fassett**, Editor, *Communication Teacher*
- **Ramsey Eric Ramsey**, Editor, *Review of Communication*
- **Mary Stuckey**, Editor, *Quarterly Journal of Speech*

### Presidential Citations

- **Kristen Blinne**, *SUNY Oneonta*
  - For enthusiasm and energy developing the critical junctures of communication, social activism, and mindfulness, and for truly capturing the spirit of a convention theme.
- **Don Boileau**, *George Mason University*
  - For career support of SCA and NCA growth and initiatives, willingness to go above and beyond in the service of others, and mentorship of hundreds of young communication scholars.
- **Brian Grewe**, *University of Denver*
  - For thoughtful engagement and continuing support for an inclusive, accessible and safe environment at NCA events, and in particular for co-leadership of the Anti-Harassment Task Force.
- **Kittie Grace**, *Hastings College*
  - For leadership and support of an inclusive and safe environment at NCA events, and in particular for co-leadership of the Anti-Harassment Task Force.
- **Allan Loudon**, *Wake Forest University*
  - For support of innovation and excellence in the activity of debate, including training and mentorship of thousands of debaters and coaches.
- **Maureen Minielli** (posthumous), *Kingsborough Community College, CUNY*
  - For supporting and enriching communication studies in Russia, Eurasia and Eastern Europe, and serving as a friend and mentor to a wide variety of young scholars.
- **Anita Taylor**, *George Mason University*
  - For courage, humor and determination in fostering gender equity and inclusion in SCA and NCA, and decades of support for the appreciation and understanding of women and language.

- **Nancy Willets, *Cape Cod Community College***
  - For nurturing and fostering support for community college faculty and students engaged in the study of communication and participating in regional and national conferences, and for task force and other leadership in the effort to increase community college engagement in NCA.
- **Department of Communication, Denison University** (host of Hope Conference)
  - For the commitment of time, energy and facilities as host of the Hope Conference, furthering the ends of faculty development and reinvigoration within the discipline of communication.
- **Department of Communication, University of South Florida** (host of Doctoral Honors Seminar)
  - For the commitment of time, energy and facilities as host of the Doctoral Honors Seminar, providing recognition of excellence and engaging and stimulating interactions for early career scholars.
- **Department of Communication, University of Utah** (host of Alta)
  - For the commitment of time and energy as host of the Alta Argumentation Conference, offering beautiful space for stimulating discussion and analysis of our changing argumentative landscape.
- **School of Media and Communication, Shenzhen University** (host of the U.S.-China Communication Colloquium)
  - For the commitment of time, energy and facilities as host of the inter-cultural U.S.-China Communication Colloquium, providing engaging and revelatory experiences in rich cross-cultural exchanges.

## 2019 Leadership Development Committee Report

**Background:** The Leadership Development Committee (LDC) meets on Thursday afternoon of the convention to develop a slate of candidates for nomination. The 2019 LDC Chair, Ronald L. Jackson II, will announce the candidates to the LA and ask the LA to approve the slate.

**Legislative Assembly – LA Director**

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_

**Nominating Committee Chair**

- 1) \_\_\_\_\_

**Nominating Committee At-Large Member Elected by the LA**

- 1) \_\_\_\_\_

**Nominating Committee At-Large Members to go on December 2020 Election Ballot**

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_
- 5) \_\_\_\_\_
- 6) \_\_\_\_\_
- 7) \_\_\_\_\_
- 8) \_\_\_\_\_

**Finance Committee**

- 1) \_\_\_\_\_

**Publications Council**

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_

**Research Council**

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_

**Teaching and Learning Council**

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_

**Teaching and Learning Council Chair-Elect**

- 1) \_\_\_\_\_

**Resolutions Committee**

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_

**Convention Committee**

- 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) \_\_\_\_\_

**Distinguished Scholar Award Selection Committee**

- 1) \_\_\_\_\_

**Donald P. Cushman Memorial Award for Student Scholarship Selection Committee**

- 1) \_\_\_\_\_

**Douglas W. Ehniger 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) \_\_\_\_\_

Orlando L. Taylor Distinguished Scholarship Award in Africana Communication 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) \_\_\_\_\_

Leathers Fund Trustee Committee

1) \_\_\_\_\_

# Governing Documents

## NCA Strategic Plan

*(Approved by the Executive Committee September 2009; revised September 2015; revised November 2018)*

**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<sup>th</sup> 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<sup>th</sup> 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.

**Section 3. Publications Council.**

- 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.

**Section 6. Diversity Council.**

- 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.**

- 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.

#### **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.