Minutes

National Communication Association Executive Committee of the Legislative Assembly The Darcy Hotel - Washington, DC August 6, 2021

Participating in the meeting:

David McMahan, President; Roseann Mandziuk First Vice President (Virtual); Walid Afifi, Second Vice President; Kent Ono, Immediate Past President; J. Kevin Barge, Publications Council Chair; Charles Morris III, Research Council Chair; Rachel Alicia Griffin, IDEA Council Chair (Virtual); Lisa Flores, Finance Committee Chair; Jeanetta Sims, Finance Committee Director; Rich West, Finance Committee Director; Vinita Agarwal, Teaching and Learning Council Chair; Linda Taliaferro, Interim Executive Director (non-voting); National Office Staff: LaKesha Anderson, Director of 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; Kristin Yednock, Director of Convention and Meetings.

1. Call to Order

President McMahan called the meeting to order at 9:20 a.m. Eastern time.

2. Executive Session- entered at 9:22 am.

- a. The EC entered executive session to discuss:
 - i. Executive Director Transition/Search
 - ii. Bylaws and Policy Review
 - iii. Convention
 - iv. IDEA Strategic Plan
- b. The EC ended executive session at 12:50 p.m.

The Executive Committee convened for lunch at 12:50 p.m. and reconvened at 1:20 p.m.

3. Business Items

- a. Consent Agenda
 - i. McMahan asked the Executive Committee if anybody wanted to pull an item for discussion. With no discussion, a motion was made by West to accept the consent agenda. Seconded by Ono. Motion carried.
- b. Independent Auditor's Report
 - i. Sims provided an update on the Independent Auditor's Report. Ritchie provided additional information on the report. Discussion ensued. The Finance Committee forwarded the report to the Executive Committee for endorsement of the independent auditor's report. A second is not required. Motion carried. Report will be forwarded to the Legislative Assembly for final approval.
- c. Proposed Budget for 2022
 - i. Sims provided an update on the proposed 2022 budget.
 - 1. Ono made a motion to add a budget line to the proposed agenda. The Executive Committee recommended increasing the travel budget by \$20,000 for a possible in-person meeting of the Leadership Development Committee in conjunction with a review of the committee's operations. Seconded by West. Motion carried.
 - ii. Discussion continued

- iii. The Finance Committee forwarded the proposed 2022 budget to the Executive Committee for endorsement. A second is not required. Motion carried. The proposed budget will be forwarded to the Legislative Assembly for final approval.
- d. New Interest Group Endorsements
 - i. McMahan provided a summary of the proposed interest groups Discussion ensued.
 - 1. Anxiety and Apprehension Division
 - a. The Executive Committee voted not to endorse the proposed division.
 - 2. Caribbean Communication Caucus
 - a. The Executive Committee voted to endorse the proposed caucus.
 - 3. SWANA Caucus (South West Asian/North African, including the Middle East)
 - a. The Executive Committee voted to endorse the proposed caucus.
 - ii. All interest groups proposals will be forwarded to the Legislative Assembly for final approval.
- e. New Affiliate Endorsements
 - i. McMahan provided a summary of the proposed affiliates. Discussion ensued.
 - 1. Comics Studies Society
 - a. The Executive Committee voted to endorse the proposed affiliate.
 - 2. The Institute of General Semantics
 - a. The Executive Committee voted to endorse the proposed affiliate.
 - ii. Affiliate proposals will be forwarded to the Legislative Assembly for final approval.

4. Discussion Items

- a. Proposed journals: Race & Communication Journal and Health & Communication Journal.
 - i. Barge provided an update on the feedback from the Publications Council on the *Race & Communication Journal* and the *Health Communication Journal*.
 - ii. As per the request from the Executive Committee, Fernando provided an update on the differences of open access and subscription models and current publishing trends from Taylor & Francis.
 - 1. Race & Communication Journal
 - a. Barge and Fernando provided an update on the Taylor & Francis market analysis for the proposed journal. Discussion ensued.
 - b. A motion was made to endorse the create of the Race & Communication Journal. Seconded. Motion carried.
 - 2. Health & Communication Journal
 - a. Barge provided feedback from the Publications Council. Discussion ensued.
 - b. After an informal straw poll, Barge decided to take the feedback from the Executive Committee to the Publications Council to further work on the proposal.
- b. Life Member Journal Benefit
 - i. Danowski provided an update on the current benefit of print journals for certain Life members. The National Office asked the Executive Committee for feedback on sending a letter to Life members asking which journals they wish to continue to receive. Discussion ensued. The Executive Committee advised the National Office to send at least two physical mailings to Life members as well as email notices.

5. Executive Session

- a. The Executive Committee returned to executive session at 4:30pm to discuss:
 - i. IDEA Strategic Plan
 - ii. Presidential Updates

With no further business, the meeting was adjourned at 4:57pm.

Respectfully submitted, Linda Taliaferro, CAE Interim Executive Director