

FINAL

Minutes
National Communication Association
Executive Committee of the Legislative Assembly
Alexandria, Virginia
February 25, 2022

Participating in the meeting:

Roseann Mandziuk President; Walid Afifi, First Vice President; Marnel Niles Goins, Second Vice President; David McMahan, Immediate Past President; Lisa Flores, Finance Committee Chair; Rich West, Finance Committee Director; Jimmie Manning, Finance Committee Director; Cerise L. Glenn, IDEA Council Chair; Devika Chawla, Publications Council Chair; Charles Morris III, Research Council Chair; Vinita Agarwal, Teaching and Learning Council Chair; Shari Miles-Cohen, Executive Director (non-voting); *National Office Staff: LaKeshia Anderson, Director of Academic and Professional Affairs; Justin Danowski, Director of Membership and Governance; Wendy Fernando, Director of External Affairs and Publications; Joseph Ritchie, Chief Financial Officer; Kristin Yednock, Director and Convention and Meetings; Invited Guest: Jim Wilson, NCA Lawyer from Webber, Chamberlain, & Bean, LLP.*

1. Call to Order

President Mandziuk called the meeting to order at 12:05 p.m. Eastern time.

2. Executive Committee Orientation

President Mandziuk and Miles-Cohen introduced NCA lawyer, Jim Wilson of Webber, Chamberlain, & Bean, LLP. Wilson provided the Executive Committee with an orientation for the duties and responsibilities of an association board.

3. Executive Session

The Executive Committee moved into executive session at 12:24 p.m. and ended the session at 12:44 p.m.

4. Information Items

- a. Consent Agenda
 - i. *A motion was made to approve the consent agenda. Seconded.*
 - 1. *Executive Committee November Meeting Minutes*
 - 2. *Legislative Assembly November Meeting Minutes*
 - ii. *Motion Carries*
- b. Convention Survey
 - i. Yednock and Anderson provided a review of the recent convention survey that was distributed in December to convention attendees.

5. Discussion Items

- a. Open Access Journals
 - i. Fernando provided an update on the current landscape of open access publishing. Discussion ensued.
- b. NCA Center for Communication, Community, Collaboration, and Change
 - i. Mandziuk provided an update on the activities and timeline for the host, University of North Carolina, Greensboro. Discussion ensued.
- c. Public Statement Review
 - i. Mandziuk provided an update of the current public statement review policy. Discussion ensued. A smaller group of EC members will work to craft a statement about IDEA-focused course content that will include actions NCA will take as well as action members can use to support themselves and other colleagues.

Break at 2:03 p.m. Meeting resumed at 2:20 p.m.

6. Action Items

- a. COVID-19 Vaccination and Testing Requirements at the Annual Convention.
 - i. Miles-Cohen and Yednock provided an update on vaccination procedures at the convention in Seattle. The National Office requested up to \$50,000 to:
 1. Hire an outside company to collect and verify vaccine cards
 2. Have on-site attendants to confirm vaccination information and distribute a designator (bracelet)
 3. Confirm on-site that unvaccinated attendees provide a negative PCR COVID-19 test prior to arriving.
 - ii. Discussion ensued.
 - iii. *A motion was made to approve \$50,000 as requested. Seconded. Motion carried.*
- b. Journal Editor Approval
 - i. Chawla provided an update on journal editor recommendations. The following individuals were brought forward by the recommendation of the Publications Council.
 1. *Communication Education* – C. Kyle Rudick – University of Northern Iowa.
 2. *Communication and Race* – Armond R. Towns, Carleton University.
 3. *Journal of Applied Communication Research* – Heather Zoller, University of Cincinnati.
 4. *Journal of International and Intercultural Communication* – Mahuya Pal, University of South Florida.
 - ii. Discussion ensued.
 - iii. *A motion was made to endorse the recommendation of the Publications Council and forward the names to the Legislatives Assembly for final approval. Seconded. Motion Carried.*
- c. Foss Fellowship Proposal
 - i. Flores provided background and the status of the proposal. The Finance Committee recommended accepting the proposal due to no financial implications. An updated version of the proposal was brought forward and presented to the Executive Committee. Discussion ensued.
 - ii. *A motion was made to accept the proposal pending a final legal review. Seconded. Motion failed.*
 - iii. Discussion continued.
 - iv. *A motion was made to accept the proposal pending an agreement the submitters, Karen A. Foss and Sonja K. Foss, are not listed at ex-officio members of the selection committee. Seconded. Motion carried.*
- d. HBCU Communication Fellows Pipeline Program Proposal
 - i. Flores provided a review of the proposal. The Finance Committee recommended approving the requested funds. Discussion ensued.
 - ii. *A motion was made to approve the requested funds of \$21,560 for a HBCU Communication Fellows Pipeline Program through the University of Cincinnati. Seconded. Motion carried.*
- e. Statement Sign-on: California Assembly Bill No. 928
 - i. Agarwal provided an update on the current statement and provided the EC with amendments from the Teaching and Learning Council. Discussion ensued.
 - ii. *A motion was made to approve the statement with amendments. Seconded. Motion carried.*

Break at 3:53 p.m. Meeting resumed at 4:05 p.m.

- f. Hybrid Annual Convention Proposal
 - i. Flores provided background of the proposal. The Finance Committee recommends against the proposal and recommends it be returned to the Future Conventions Committee Task Force with recommendation that it be returned by June 1. Discussion ensued.
 - ii. *Motion was made to table the motion. Seconded. Motion carried.*
- g. IDEA Strategic Plan Task Force
 - i. Mandziuk provided an overview of the work from the IDEA Strategic Plan Task Force and possible next steps. Discussion ensued.
 - 1. *A motion was made to adopt the five goals proposed in the IDEA Strategic Plan as listed. Seconded.*
 - a. List of IDEA Strategic Plan goals:
 - i. **GOAL 1:** Assess and improve NCA's climate for historically disenfranchised members at all levels of the organization.
 - ii. **GOAL 2:** Create a long-standing IDEA accountability structure throughout NCA that fosters transparency and responds to measurable data.
 - iii. **GOAL 3:** Equip all NCA members to carry out IDEA policy and initiatives within and beyond NCA.
 - iv. **GOAL 4:** Expand NCA members' access to facilitate full participation in the discipline across the dimensions of space, borders and boundaries, language, and material resources.
 - v. **GOAL 5:** Evaluate and restructure the power dynamics of the organization to render NCA a more inclusive, diverse, equitable, and accessible organization.
 - b. *Discussion ensued.*
 - c. *Motion carried*
 - 2. *A motion was made to allocate up to \$100,000 to charge the NCA Executive Director to bring a plan for first steps toward IDEA actions with budget implications, to include gathering data, to the Executive Committee for consideration at the June meeting. Seconded. Discussion ensued. Motion carried.*
 - 3. *A motion was made to endorse the current version of the IDEA Strategic Plan and move for endorsement of the Legislative Assembly in November 2022 with edits and language indicating NCA is not bound to implement the entire plan. Seconded. Discussion ensued. Motion carried."*

Break at 5:30 p.m. Meeting resumed at 5:43 p.m.

7. Additional Business

- a. Proposal to require online business meetings
 - i. Flores provided a review of the proposal. The Finance Committee recommended the proposal be sent to the Convention Committee to assess and provide the EC with more information. Discussion ensued. The EC asked the National Office to send the proposal to the Convention Committee for review with recommendation for the June EC meeting.

- b. Proposal to increase the 1st Vice President budget by \$25,000
 - i. Flores provided a review of the proposal. The Finance Committee recommended the proposal be re-submitted to the Finance Committee by March 15 with more specificity of financial needs. Discussion ensued.

With no further business, the meeting was adjourned at 6:15 p.m.

Respectfully submitted,
Dr. Shari Miles-Cohen
Executive Director