

FINAL

**Minutes**  
**National Communication Association**  
**Executive Committee of the Legislative Assembly**  
**Virtual Meeting June 10, 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: LaKesha Anderson, Director of Academic and Professional Affairs; Justin Danowski, Director of Membership and Governance; Joseph Ritchie, Chief Financial Officer; Kristin Yednock, Director and Convention and Meetings.*

1. Call to Order

President Mandziuk called the meeting to order at 2:00 p.m. Eastern time.

2. Information Items

a. Consent Agenda

i. *A motion was made to approve the consent agenda. Seconded.*

1. *Executive Committee February Meeting Minutes*

ii. *Motion Carries*

b. Officer, Council, National Office Reports

- i. Mandziuk provided an update on current activities as President
- ii. Afifi provided an update on current activities as First Vice President.
- iii. Niles Goins provided an update on current activities as Second Vice President.
- iv. McMahan provided an update on current activities as Immediate Past President.
- v. Chawla provided an update on current activities as Publications Council Chair.
- vi. Flores provided an update on current activities as Finance Committee Chair.
- vii. Agarwal provided an update on current activities as Teaching and Learning Council Chair.
- viii. Glenn provided an update on current activities as IDEA Council Chair.
- ix. Morris provided an update on current activities as Research Council Chair.
- x. Danowski provided an update on current activities on Governance and Membership at the National Office.
- xi. Anderson provided an update on current activities on Academic and Professional Affairs at the National Office.
- xii. Yednock provided an update on current activities on Convention and Events at the National Office.
- xiii. Miles-Cohen provided an update on current activities on the Executive level at the National Office.
  1. Discussion ensued about fiscal responsibility throughout all aspects of the Association.

3. Action Items

a. Proposal for Research Cultivation Grant Convention Travel Stipend

- i. Morris provided background for the proposal. Discussion ensued.
- ii. *A motion was made to approve a travel stipend of \$1,000 per participant in support of Research Cultivation Grant recipients for required presentation of their grant*

*experience at the NCA Annual Convention. Motion failed.*

Break at 3:15 p.m. Meeting resumed at 3:30 p.m.

- b. Proposal to Charge a Registration Fee for Access to Online Sessions
  - i. Afifi provided background for the proposal. Discussion ensued.
  - ii. *A motion was made to approve charging a fee of \$35 for students, \$45 for Regular members, and \$0 for Life and Retired members to access all online sessions at the Annual Convention. Motion carried.*
- c. Proposal to Reduce the Size of the NCA Annual Convention and Revising the Slot Allocation Process
  - i. Yednock provided background for the proposal. Discussion ensued.
    - 1. Motion 1: The EC tasked the National Office with providing more information with varying factors in percentage reduction of slots and timeline of reduction.
      - a. *A motion was made to table the motion in order for the National Office to explore further scenarios relating to percentage of slot reduction and timeline. Motion carried.*
    - 2. Motion 2: Slot allocation, beginning in 2024, is done utilizing a mathematical formula with the First Vice President managing 7% of the total allocation for their own convention and special series programs.
      - a. *A motion was made to table the second motion until a review and interpretation of the bylaws can be made about the duties of the First Vice President.*
        - i. *Article IV, Section 2(B)*
          - 1. *First Vice President...shall be in charge of the planning of the program for the annual convention.*
        - ii. *Motion carried.*
- d. Proposal to Require Online Business Meetings, Starting 2024.
  - i. Afifi provided background for the proposal. Discussion ensued.
    - 1. *A motion was made that online business meetings be allowed as an option for all units until business meetings related to the 2024 convention, at which time (and moving forward from that time) online business meetings will be required from all units. Motion failed.*

Break at 3:55 p.m. Meeting resumed at 4:10 p.m.

- e. Proposal to Make Business Meeting Attendance Tied to Membership
  - i. Afifi provided background for the proposal. Discussion ensued.
    - 1. *Motion: Given the stated concerns about having incomplete information about financial implications, and given the proposed delay in implementation to 2024, the motion is to charge the National Office to investigate the costs and logistics of the proposal to link unit business meetings to membership, as opposed to convention registration.*
      - a. *A motion was made to amend the motion to strike the following.*
        - i. ~~*Motion: Given the stated concerns about having incomplete information about financial implications, and given the proposed delay in implementation to 2024, the motion is to charge the National Office to investigate the costs and logistics of the proposal to link unit business*~~

*meetings to membership, as opposed to convention registration.*

*ii. Motion Carried*

*2. A motion was made with approved amendment to charge the National Office to investigate the costs and logistics of the proposal to link unit business meetings to membership, as opposed to convention registration.*

*a. Motion carried.*

4. Discussion Items

a. Basic Course Communication Resolution

i. Agarwal provided background for the for the proposed resolution. Discussion ensued.

5. Additional Business

a. Miles-Cohen provided an update on National Office plans for first steps toward IDEA actions with budget implications as per the EC's request at its February meeting.

b. West wanted to bring attention to the rising numbers of COVID cases and possible implications for convention attendance.

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

Respectfully submitted,  
Dr. Shari Miles-Cohen  
Executive Director