

Applied Division Business Meeting Minutes – 2016, Philadelphia

9:38 a.m. – Meeting called to order by Chair Jennifer Mize Smith

25 members in attendance

Motion for approval of minutes 9:39 a.m. Moved by Heather Carmack, seconded by Stacy Smulowitz. Minutes approved unanimously

9:40 a.m. Chair's report

- We currently have 640 members.
- Jennifer called upon the division members to talk about the division to their colleague
- We currently are sitting at \$1,061, which we get every July.
 - Money is spent on awards and plaques
- Legislative Assembly (LA) report
 - Met from 12 to 4, but got out early
 - LA stressed use of the electronic resources
 - Especially the use of the electronic journals
 - NCA is financially sound
 - Most of the discussion was about the by-laws
 - Revisiting the motion to restructure Legislative Assembly
 - Monica added: The bylaw was approved and sent to the membership
 - Jennifer: encouraged all to examine the bylaw, and to ensure that caucuses will be represented, as well as divisions.
 - More discussion on Sunday about a revised fee structure
 - Attended NCA nominating committee:
 - Looking for second VP of NCA
 - If anyone is interested, let us know.
 - Mark Fernando has a packet of timelines
 - Monica: LA put forth a request to lower the number of years with NCA before being called emeritus. Some for, some against, due to the potential financial loss due to no membership or conference fees
 - Another motion to get copies of funds and investments
 - New division: Economics, communication, and society
- Vice Chair's Report (9:46 a.m.)
 - Jennifer: We have a reputation for having great panels
 - Mary indicated that one of our panels from last year was chosen for publication
 - Monica: Thanked all reviewers (we had 73 reviewers)
 - Most ended up with three (some more than 3)
 - Six people did not submit their reviews
 - We were given 22 session slots (up from 19)
 - 63 submitted papers, down from 79

46 accepted (73%)...some transferred to Scholar to Scholar

All three panels accepted

All three paper sessions accepted

Mean score by reviewers were approved and programmed

A little bit of an issue due to the identifying information

- Top paper panel just for student work, in addition to top paper panel
- Co-sponsored a panel with Social Justice Division (did not utilize our spots)
- Thanks to all, Heather, Jennifer, and Rukhsana

Vice-chair elect's report (9:50 a.m.)

Awards:

One panel for books, one for articles, and one for two special issues

- Members were junior and senior faculty members on the committee
- We will recognize nominees and winners at the meeting
- 2017 convention:
 - Dallas, November 16 to November 19 at Sheraton

Will attend the planners meeting

We need reviewers, chairs, and respondents. Thanked all volunteers and those who will sign up

- For graduate students, you must be at least ABD to be a respondent
- 9:52 a.m. Rukhsana passed around sign-up sheets
- Elections
 - Jennifer called for elections at 9:53 a.m.
 - The call went out later than usual, so there was not a great response
 - Jennifer requested members (always looking for Vice Chair Elect)
 - Vice chair elect, you learn the behind the scenes process for awards
 - You then become vice chair, and then become chair, and you then become immediate past chair. It is a commitment because of three years rotating duties
 - You will also attend the LA meetings
 - Nominations opened at 9:56 a.m.
 - Stacy Smulowitz self-nominated
 - Stacy serves as incoming chair for social construction division, and chair of Applied Communication at ECA.
 - Jennifer commented that the regionals are a great place to learn the duties
 - Jennifer called for any other nominations
 - Heather noted that serving on LA can open up opportunities
 - Move to close nominations
 - Jennifer moved to accept Stacy by acclamation, seconded
 - Approved unanimously
 - Nominating committee (9:59 a.m.)
 - Jennifer noted we were supposed to have a nominating committee.
 - Jennifer asked for nominations
 - Heather Carmack
 - Joy Oldsman
 - Shelly Hovek
 - Only two needed, therefore a motion to close nominations
 - Moved and seconded

- Motion to accept by acclamation, seconded. Approved unanimously
 - Jennifer moved to finalize list of volunteers for paper readers
- Division Awards (10:02 a.m.; Rukhsana)
 - Top student paper: Daniel Socha, Civilizing the Uncivilized (not present)
 - Top four student papers:
 - Robert Bailey Layne and Kristal Kareth (present)
 - Curtis Sullivan
 - Xun Zhu and Amber Worthington
 - Top paper:
 - Deanna Sellnow, Joel Iverson, and Timothy Sellnow (present)
 - Top four papers:
 - Alexander Lancaster, Matthew M. Martin, Nicholas D. Bowman, Elizabeth Cohen, Keith D. Weber, and David K. Westerman. (present)
 - Slavica Kodish
 - Nathan Silver and Shelly R. Hovek (present)
 - Division awards
 - Distinguished scholarly article award
 - Natalie J. Stroud, Joshua M. Sacco, Ashley Muddiman, and Alexander L. Curry
 - Distinguished scholarly book award
 - Kirsten Foot
 - Valerie asked to read acceptance on Kirsten's behalf
 - Distinguished edited book award
 - Leland G. Spencer and Jamie C. Capizza (present)
 - Distinguished journal special issue
 - Craig R. Scott (Guest Editor)
 - Jennifer thanked Rukhsana and congratulated all winners. She also encouraged all to discuss awards
- Old Business (10:14 a.m.)
 - No old business
- New Business (10:14 a.m.)
 - Jennifer can appoint an ad-hoc committee, asked for volunteers
 - Mary Brisnahan volunteered
 - Mary and Jennifer will serve as the committee
 - Jennifer called for more new business
 - Heather asked if our decrease was due to new divisions being approved
 - Monica indicated that social justice division had many submissions
 - We had more slots, and we do not want us to lose any
 - Monica indicated we should have a call and a follow-up call, as well as reminders
 - Craig Scott indicated that we might email other divisions similar to us to ask for submissions
 - Jennifer asked for any other new business

- Heather indicated that we may be down in submissions due to a lower attendance rate
- Monica indicated that Social Justice division added 88 members, and had new slots
- Announcements
 - Stacy Smulowitz announced the Communication Social Construction Division meeting
 - Joy- University of Memphis has health comm job
 - Book authors - book will come out in paperback next week
 - Heather – call for undergraduates who are looking for an applied Master degree. Her university has a MA in advocacy
 - Alex – Amanda Young echoed the call for the health comm job
- Jennifer asked all volunteers to come up to get names
- Jennifer asked all to come back to the top paper panel, congratulated the officers.
- Passing of the gavel.
 - Jennifer passed the gavel to Monica Gallegos
 - Craig Scott thanked Monica.
 - Monica adjourned the meeting at 10:25 a.m.

Meeting minutes respectfully submitted: Alexander L. Lancaster