

# Resolutions

*Approved by the Legislative Assembly November 2011.*

There are three categories of public statements:

- Public Policy: Issues that are public and specific for which our disciplinary expertise can lend itself to a particular understanding.
- Ethics: Issues related to general beliefs of right and wrong that can guide more specific decisions of the association and members of the discipline.
- Academic/Professional: Issues that are tied to the interest of the discipline and its members within the professional sphere.

## Public Policy Statements

The National Communication Association should only take an official stand on those policy issues that are central to the contribution of Communication to the health and richness of the human condition or to the commitments of the membership to the study, teaching, or practice of communication.

The NCA Public Policy Platform shall consist of the following preamble and all resolutions approved by the Legislative Assembly unless formally withdrawn from the platform or revised in future years:

**“Preamble:** This policy platform contains the positions officially endorsed by the researchers, teachers, and practitioners allied as the National Communication Association on issues vital to human communication. The Association is committed to include within this document only positions: (1) upon which the organization and membership have engaged in ample and careful deliberation; (2) upon which a substantial consensus of supporting knowledge has been developed; (3) addressing issues which have attracted the concerted inquiry of an acknowledged segment of the discipline, and (4) central to the contribution of communication to the health and richness of the human condition, or to the commitments of the membership to the study, teaching, or practice of communication.”

### Procedure for Proposing and Adopting Resolutions for Inclusion in the Public Policy Platform

1. Members of the Association shall be invited to submit resolutions to the Resolutions Committee for consideration for inclusion in the NCA Public Policy Platform. The procedures for submitting resolutions shall be printed annually in the association’s newsletter or similar outlet. In addition, the Executive Director shall remind all NCA members that they are invited to contact the Resolutions Committee Chair directly to discuss a resolution proposal.
2. Proposed resolutions must include the following content to be considered appropriate for Legislative Assembly consideration:
  - a. rationale for why it merits Legislative Assembly consideration and how it meets the criteria for inclusion in the Public Policy Platform specified in the Preamble,
  - b. background information regarding the public policy issue being addressed
  - c. demonstration of the relationship of the issue to existing Communication scholarship, including specific citations
  - d. specific action being requested of policy makers
  - e. specific actions the Association will be expected to take if the resolution passes and an assessment of the resources required to implement the resolution.
3. NCA members may submit proposed resolutions to the Resolutions Committee from the end of a convention until June 30<sup>th</sup> of the following year. Proposed resolutions submitted by June 30<sup>th</sup> will be considered by the Legislative Assembly if the Resolutions Committee determines that they meet the specified requirements. Provided that the Resolutions Committee determines the specified

requirements have been met, proposed resolutions submitted after the June 30<sup>th</sup> deadline will require a majority vote by the Legislative Assembly to be considered by the body.

4. The Resolutions Committee is required to review all proposed resolutions it receives. Review must include confirmation that the required content is included in the proposal as well as a determination that enough information is provided to allow the LA to make a thoughtful judgment about the issue. The Resolutions Committee may contact proposal submitters to request additional information and/or do due diligence research on its own with support from the National Office. The Resolutions Committee can determine that a proposed resolution does not meet the requirements for submission and therefore should not be considered by the LA. If the Resolutions Committee determines that a proposed resolution should be considered by the LA, it must make one of the following recommendations: accept, reject, no recommendation, accept with the following amendments. Prior to making its recommendation, the Resolutions Committee may refer the proposed resolution to another committee with particular expertise on the issue for recommendation.
5. The Chair of the Resolutions Committee shall present resolutions to the Legislative Assembly. Presentations should include a summary of the proposal, the results of any additional inquiry undertaken by the Resolutions Committee, and the recommendation of the Resolutions Committee. The recommendation of the Resolutions Committee should be presented with substantial justification.
6. For inclusion in the Public Policy Platform, resolutions shall require an affirmative vote of a majority of those present and voting at the meeting of the Legislative Assembly.

## Ethics Statements

The National Communication Association should only take an official stand on those ethical issues that can guide more specific decisions of the association and members of the discipline. The NCA Ethical Statements Platform shall consist of the following preamble and all resolutions approved by the Legislative Assembly unless formally withdrawn from the platform or revised in future years:

“Preamble: This ethical statements platform contains the positions officially endorsed by the researchers, teachers, and practitioners allied as the National Communication Association related to general beliefs of right and wrong that can guide more specific decisions of the association and members of the discipline. The Association is committed to include within this document only positions: 1) upon which the organization and membership have engaged in ample and careful deliberation; 2) upon which a substantial consensus of supporting knowledge has been developed; 3) addressing issues which have attracted the concerted inquiry of an acknowledged segment of the discipline, and 4) central to the concerns of communication scholars and teachers.”

1. Members of the Association shall be invited to submit resolutions to the Resolutions Committee for consideration for inclusion in the NCA Ethical Statements Platform. In addition, the Executive Director shall remind all NCA members that they are invited to contact the Resolutions Committee Chair directly to discuss a resolution proposal.
2. Proposed resolutions must include the following content to be considered appropriate for Legislative Assembly consideration:
  - a. Rationale for why this statement merits Legislative Assembly consideration and how it is reflective of beliefs of those in the Communication discipline
  - b. Relevant background information regarding the ethical issue
  - c. An explicit statement of the resolution
3. NCA members may submit proposed resolutions to the Resolutions Committee from the end of a convention until June 30th of the following year. Proposed resolutions submitted by June 30th will be considered by the Legislative Assembly if the Resolutions Committee determines that they meet the specified requirements. Provided that the Resolutions Committee determines the specified requirements have been met, proposed resolutions submitted after the June 30th deadline will require a majority vote by the Legislative Assembly to be considered by the body.

4. The Resolutions Committee is required to review all proposed resolutions it receives. Review must include confirmation that the required content is included in the proposal as well as a determination that enough information is provided to allow the LA to make a thoughtful judgment about the issue. The Resolutions Committee may contact proposal submitters to request additional information and/or do due diligence research on its own with support from the National Office. The Resolutions Committee can determine that a proposed resolution does not meet the requirements for submission and therefore should not be considered by the LA. If the Resolutions Committee determines that a proposed resolution should be considered by the whole body, it must make one of the following recommendations: accept, reject, no recommendation, accept with the following amendments. Prior to making its own recommendation, the Resolutions Committee may refer the proposed resolution to another committee with particular expertise on the issue for recommendation.
5. The Chair of the Resolutions Committee shall present resolutions to the Legislative Assembly. Presentations should include a summary of the proposal, the results of any additional inquiry undertaken by the Resolutions Committee, and the recommendation of the Resolutions Committee. The recommendation of the Resolutions Committee should be presented with substantial justification.
6. For inclusion in the Ethical Statements Platform, resolutions shall require an affirmative vote of a majority of those present and voting at the meeting of the Legislative Assembly.

## Academic/Professional Statements

The National Communication Association should only take an official stand on those academic/professional issues for which support for a particular position would enhance the ability of communication educators/scholars to do their work effectively and/or enhance the stature of the discipline in the academy or more broadly. The NCA Academic/Professional Statements Platform shall consist of the following preamble and all resolutions approved by the Legislative Assembly unless formally withdrawn from the platform or revised in future years:

**“Preamble: This academic/professional statements platform contains the positions officially endorsed by the researchers, teachers, and practitioners allied as the National Communication Association related to issues that are vital to the professional endeavors of communication educators and scholars. The Association is committed to include within this document only positions: 1) upon which the organization and membership have engaged in ample and careful deliberation; 2) upon which a substantial consensus of supporting knowledge has been developed; 3) addressing issues which have attracted the concerted inquiry of an acknowledged segment of the discipline; and 4) central to the enhancement of the ability of communication educators/scholars to do their work effectively and/or to the enhancement of the stature of the discipline in the academy or more broadly.”**

1. Members of the Association shall be invited to submit resolutions to the Resolutions Committee for consideration for inclusion in the NCA Academic/Professional Statements Platform. In addition, the Executive Director shall remind all NCA members that they are invited to contact the Resolutions Committee Chair directly to discuss a resolution proposal.
2. Proposed resolutions must include the following content to be considered appropriate for Legislative Assembly consideration:
  - a. rationale for why it merits Legislative Assembly consideration and how support for a particular position would enhance the ability of Communication educators/ scholars to do their work effectively and/or enhance the stature of the discipline in the academy or more broadly
  - b. background information regarding the academic/ professional policy issue being addressed
  - c. specific action being requested by external parties and identification of those parties
  - d. specific actions the Association will be expected to take if the resolution passes and assessment of the resources required to implement the resolution
3. NCA members may submit proposed resolutions to the Resolutions Committee from the end of a convention until June 30th of the following year. Proposed resolutions submitted by June 30th will be considered by the Legislative Assembly if the Resolutions Committee determines that they meet the

specified requirements. Provided that the Resolutions Committee determines the specified requirements have been met, proposed resolutions submitted after the June 30th deadline will require a majority vote by the Legislative Assembly to be considered by the body.

4. The Resolutions Committee is required to review all proposed resolutions it receives. Review must include confirmation that the required content is included in the proposal as well as a determination that enough information is provided to allow the LA to make a thoughtful judgment about the issue. The Resolutions Committee may contact proposal submitters to request additional information and/or do due diligence research on its own with support from the National Office. The Resolutions Committee can determine that a proposed resolution does not meet the requirements for submission and therefore should not be considered by the LA. If the Resolutions Committee determines that a proposed resolution should be considered by the whole body, it must make one of the following recommendations: accept, reject, no recommendation, accept with the following amendments. Prior to making its own recommendation, the Resolutions Committee may refer the proposed resolution to another committee with particular expertise on the issue for recommendation.
5. The Chair of the Resolutions Committee shall present resolutions to the Legislative Assembly. Presentations should include a summary of the proposal, the results of any additional inquiry undertaken by the Resolutions Committee, and the recommendation of the Resolutions Committee. The recommendation of the Resolutions Committee should be presented with substantial justification.
6. For inclusion in the Academic/Professional Statements Platform, resolutions shall require an affirmative vote of a majority of those present and voting at the meeting of the Legislative Assembly.

## Expedited Review

Issues that are not highly time sensitive are considered through the standard resolutions process which begins with submission to the Resolutions Committee and may move forward to the Legislative Assembly for a vote.

In order to be considered in an expedited fashion, a compelling case has to be made by a proposal submitter that a particular issue is sufficiently time sensitive that it cannot wait until the next Legislative Assembly meeting for consideration. The content of a proposal for a time sensitive statement is the same as for other proposals with the exception of also making the case for time sensitivity. Time sensitive proposals are reviewed by a committee composed of the Immediate Past President, President, First Vice President, and Second Vice President with the Executive Director serving as a tie-breaker. If there is extreme time sensitivity and that committee cannot be convened, there is Presidential authority to make a decision with appropriate consultation.

In addition to member-proposed public statements, the Executive Director is also expected and empowered to respond to issues that are clearly consistent with the mission and strategic planning goals of NCA.

## Implementation

1. The National Office shall have primary responsibility for implementing each resolution in the manner specified in the approved document.
2. The full text of all proposed resolutions (approved and unapproved) shall be included in the minutes of the Legislative Assembly meeting in which they were discussed along with the outcomes of votes for adoption. The full academic/professional statements platform shall be published on the association's website.

## Monitoring and Review

Not every document in the platform needs review on an annual basis. While the Executive Director monitors the potential need for revision each year, a rotation system should be established that every seven years (in the absence of action in the interim) policy documents are reviewed by an appropriate interest group or other

committee as determined by the Executive Director. As gaps are identified in the platform, the Executive Director, Resolutions Committee, and/or members could be commissioned to address this issue.

## Procedures related to Public Statements

- Across all four types of issues, the National Office is expected to implement policy. The Executive Director is also expected to and empowered to respond to issues that are clearly consistent with the mission and strategic planning goals of NCA.
- All policy platform documents should be linked electronically to the substantive evidence and background materials used to inform and support the document's rationale and implementation recommendations. New evidentiary sources should be added when appropriate.
- In addition to publishing the resolutions adopted and posting them on the website, a record should be maintained of the sponsoring unit or individuals.
- Not every document in the platform needs review on an annual basis. While the Executive Director monitors the potential need for revision each year, a rotation system should be established that every seven years (in the absence of action in the interim) policy documents are reviewed by an appropriate NCA unit or units as determined by the Executive Director.
- As gaps are identified in the policy platform, the Executive Director, Resolutions Committee, and/or NCA units and members could be commissioned to address the issue.
- The Executive Director should ask past presidents and former Board Chairs/Directors to identify materials similar in nature to those in the Policy Platform either as a basis for entering them into an archive or suggesting possible development in the form of new resolutions.

## Considering Resolutions Several Times in a Row

*Approved by the Legislative Assembly November 2010*

No passed or rejected National Communication Association resolution may be reconsidered for three years following its passage or rejection, except by a two-thirds vote of the LA.

# NCA Policy on the Executive Committee of the Legislative Assembly Issuing Public Statements

*Approved by the Executive Committee in November 2022.*

This policy governs statements that NCA issues outside of the NCA Resolutions Process. As such, these Public Statements are not additions to the NCA Policy Platform and should be housed separately on the NCA website and employed in a public-facing manner.

The intent of issuing these statements is to disseminate them quickly to the public via our website and via other means of communication, to distribute them to other academic associations to raise awareness and garner support, and to use them as a vehicle for advocacy to policymakers and practitioners.

These statements are issued by the NCA leadership in a timely and responsive manner to address a pressing need that cannot be adequately addressed within the procedures prescribed for the NCA Resolutions process.

The members of the NCA Executive Committee constitute the group that initiates and approves these NCA Public Statements, either on their own or after having received a request from an NCA member or NCA constituency. This procedure encompasses a wider review process than that which is prescribed under the current “Expedited Review” process. These Public Statements do not require the review and approval by the NCA Legislative Assembly.

## 1. Criteria for When Public Statements are Issued

Public Statements that are issued by NCA for the purposes of public awareness and advocacy only should be made regarding a) public policy and b) academic and professional issues.

### A. Considerations in regard to all NCA Public Statements

- Is there a credible amount of quality communication research and practice relevant to the issue upon which to frame NCA’s response?
- Would addressing this issue be consistent with and or advance NCA’s Core Values, Mission, and Strategic Plan?
- How likely is NCA’s contribution to be unique and/or an important factor to help inform the public and policymakers about the issue?
- Have leaders in NCA’s governance bodies or units, or in regional or state communication associations, sought NCA’s involvement and, if not, would they support it?
- What are the likely benefits and costs to NCA’s relevant constituency groups?
- To what degree is the broader NCA membership likely to view NCA taking action on this issue as appropriate?

### B. Specific Criteria for Statements relevant to Public Policy

The National Communication Association should only take an official stand on those policy issues that are central to the contribution of communication to the health and richness of the human condition or to the commitments of the membership to the study, teaching, or practice of communication.

- Consider the relationship of the issue to existing communication scholarship
- Consider how the issue fits with the NCA public policy platform

### C. Specific Criteria for Statements relevant to Academic and Professional Policy

The National Communication Association should only take an official stand on those academic/professional issues for which support for a particular position would enhance the ability of communication educators/scholars to do their work effectively and/or enhance the stature of the discipline in the academy or more broadly.

#### D. Specific Considerations about which NCA Statements will not be issued

- International conflicts
- Religious disputes/doctrines
- Support for any specific organization

### 2. Procedures for How Public Statements are Approved

#### A. Initiating the Process

Any member of the NCA Executive Committee may initiate the process of issuing a Public Statement by contacting the NCA President and Executive Director to articulate the specific issue and concern.

Upon receipt of a request from a member of the Executive Committee, the NCA President will ask for a vote from the full Executive Committee membership about whether a Public Statement is warranted regarding the specific issue/concern. The members of the Executive Committee must consider the criteria for issuing public statements carefully before casting their vote.

This vote should be taken quickly, and NCA Executive Committee members will need to be committed to responding in as timely a manner as possible to the NCA President's inquiry.

If two-thirds of the NCA Executive Committee votes to approve the issuing of an NCA statement regarding the specific issue or concern, the NCA President may appoint a subcommittee consisting of the Executive Committee member who initiated the statement request, plus two additional Executive Committee members, to write the Public Statement.

#### B. Statement Development and Approval

Following Executive Committee approval, the sub-committee of the Executive Committee that is appointed by the NCA President will work with the NCA Director of Communication and the NCA Executive Director to develop an appropriate statement in a timely manner.

Such statements need not be extensive in length, but they should clearly articulate the relevance of the issue/concern to the communication discipline, include references to relevant communication research, pedagogy, or practice, and specify the action/change for which NCA is advocating.

The members of the Executive Committee will be provided with the opportunity to review the statement prior to its posting; however, such review requires a commitment to a very quick turnaround regarding comments submitted and the production of the final version.

In circumstances when the issue/concern is extremely time-sensitive, the final version of the statement that has been written by the sub-committee of Executive Committee may be approved by a sub-group consisting of the NCA President and the NCA Executive Director.

#### C. Distribution Process

The specific means for distribution and the appropriate audience will be decided upon by the NCA President and NCA Executive Director, in consultation with relevant NCA National Office Staff. Such actions could include distribution to legislators, university administrators, public officials, media representatives, or corporate entities.

Statements that are deemed relevant to be shared with other academic associations, with a request for an expression of their support, should be distributed via appropriate and available means.

Public Statements should be posted on the NCA website in a dedicated area, as well as distributed to members via email, social media, or other appropriate means.