

**Minutes  
National Communication Association  
Executive Committee of the Legislative Assembly  
Virtual Meeting  
June 6, 2025**

**Participating in the meeting:**

**Executive Committee Members:** Jeanetta Sims, President; Tina Harris, First Vice President; Shaunak Sastry, Second Vice President; Marnel Niles Goins, Immediate Past President; Candice Thomas-Maddox, Finance Committee Chair/Treasurer; Kenneth Lachlan, Finance Committee Director; Michael Lechuga, Finance Committee Director; Julie-Ann Scott-Pollock, IDEA Council Chair; Laurie Lewis, Mentorship and Leadership Council Chair; John Sloop, Publications Council Chair; Benjamin Warner, Research Council Chair; Katherine Thweatt, Teaching and Learning Council Chair; Justin Danowski, Executive Director/Secretary (non-voting).

National Office Staff: LaShawn Duckett, Convention and Meetings Director; Alexis Rice, Director of Communications and Membership; Joe Ritchie, Chief Financial Officer; Monica Yang, Strategic Projects Associate; Jennifer Fletcher, Organizational Development Manager.

1. Call to Order

President Sims called the meeting to order at 3:02 P.M. Eastern.

2. Informational Items

a. Officer Report and Updates

- i. Presidential update: Sims gave a report that the request for proposal for the L.I.F.T. Grant was completed by Warner. Call created for a forum for editors from *Communication Teacher*. Received the Academic Task Force Report.
- ii. Vice Presidential report: Harris gave an update on the Convention site visit in Denver.
- iii. Second Vice Presidential report: Sastry gave an update on the planning for New Orleans convention, and attending the Convention Committee meeting. NCA representative at the Beijing conference about communications in June. PSWG will have recommendations next month.

b. Executive Director/National Office Updates (5 minutes)

- i. Danowski gave an update on new staff, Alexis Rice, Director of Communications and Membership and Bree Haynes, Membership

Associate. Update on National and Interest Group Award nominations.

c. Milestone Month Updates

- i. Research Council: Warner gave an update on the July VLO, planning the programming for the convention.
- ii. IDEA Council: Scott-Pollock gave an update on IDEA Council meetings and panels for the convention featuring the caucuses. IDEA Council working with the Indigenous Caucus on NCA land acknowledgment. IDEA Council having discussions about the support members need regarding attacks on IDEA principles in higher education institutions. Discussion about disability rights from Brian Grewe (panelist) at the Atlantis Center.
- iii. Mentorship & Leadership Council: Lewis was not in attendance.
- iv. Publications Council: Sloop gave an update on the VLO. Publications Council having discussions about the expectations of “Associate Editors” / working group sent a report on other associations’ editor definitions. Taylor and Francis will give access to all the award winning journals articles.
- v. Teaching & Learning Council: Thweatt gave an update on discussions about supporting K-12 teachers for the convention. Advocacy materials to be uploaded to the website. Learning Outcomes survey. Update Award criteria. VLO coming up in June. Spectra feature on the National Teaching Award winners. Working on the website resources.
- vi. Finance Committee: Maddox gave an update on 2024 audit passed. Budget on track. LIFT goal on transparency: Financials posted on website.

d. Executive Director Goal 2 Presentation

Build and strengthen the culture at the National Office.

e. Proactive Support for NCA’s Members and Mission Working Group (PSWG) Report

Sastry reported on progress from the PSWG. Group is analyzing data from the surveys and determining recommendations. Report will be sent to EC members after meeting.

f. NCA Data Review – History of Expenses and Member Metrics

3. Discussion Items. Ritchie gave presentation on financials.

a. 2nd VP Convention Discussion

**FINAL**

With no further business, the meeting was adjourned at 6:30 P.M. Eastern.  
Respectfully submitted,  
Monica Yang  
Strategic Projects Associate