

National Association of Communication Centers
Arizona State University -- West
Business Meeting Minutes
April 12, 2014

Present: Brenda Ahnholz, Wendy Atkins-Sayre, Beau Bingham, Carl Brown, Rusty Carpenter, Kristine Carroll, Kim Cuny, Marlina Davidson, Erin Ellis, Clark Frieser, Spencer Haacke, April Hebert, Rowie Kirby-Straker, Misty L. Knight, Danielle Leek, Dave Moss, Vicki Nelson, Marlene Preston, Anand Rao, Jeana Simpson, Ted Sheckels, Morgan Smalls, Conroy Stout, Kathie Turner, Suzanne Uhl, Donald Watson, Susan Wilson, E. Sue Weber, Bonnie Wentzel, Jon Wiebel, Breanne Winters, and Shawn Apostel (online)

I. Meeting called to Order: 8:05 a.m.

II. 2013 minutes were approved with the following changes:

- page 1 – Add Danielle Leek to those present
- page 1 –Vice Chair’s report to read “NCA 2013”

III. Officer Reports -- Elected

A. Chair – Rusty Carpenter

- NCA membership now at 82
- Promoting the section – NCA balance of \$131.41 – discussion of spending money to promote the section
 - Funds can be used for costs of awards, marketing to promote interest group, not to pay for added memberships
 - Graduate students? Expensive for grad students -- \$60
 - Community college memberships? Some don’t go to NCA
 - Could work on regional organizations to have CommCenter interest group
 - Could use Center funds to add student memberships – spend money before end of fiscal year
 - Marketing campaign should clarify value – where does the money go? How do people benefit even if they don’t go to NCA?
 - Need enduring memberships – maybe ask center directors to commit to one membership per center
 - Kathie Turner made the case that 100 is the ideal number. Benefits include resources at NCA site. NCA may move toward tiered membership fee based on income.
 - Clarify on website – how to join NCA and exact wording about “joining” NACC, which doesn’t really have a membership process
 - Kim Cuny and Erin Ellis agreed to work on updated list of centers; promotional materials could be sent to all.

B. Vice Chair -- Marlina Davidson

- Congratulations to Curry College on certification of tutors!
- Check website for list of centers with tutor certification.
- Currently planning for NCA in Chicago and reviewing for 5 program slots
- Share ideas or ask for help if considering submitting to future conferences.

IV. Officer Reports – Appointed

A. Student advocate – Erin Ellis

- Renamed Facebook page--My Clique: Communication Center Tutors
- Researched tutors at all centers and contacted them
- Now 63 consultants use the page (increased from 2 former users).
- Coordinated outstanding tutor and paper awards
- Some people submitted to multiple submission categories for competitive awards (because of co-authors) when they should have chosen one.
- Discussion ensued about criteria for submitting papers, which may need further clarification.
- Those in attendance approved the following motion regarding competitive papers:
 1. Senior-status of author, regardless order of authors, determines the category for an award.

2. Authors may submit one paper for each competitive award.
 3. Language about co-author submissions needs clarification.
- Creation of cover sheet for submissions may help to clarify category intended

B. Website -- Shawn Apostel

- Newly designed site at commcenters.org (not communicationcenters.org); please adjust links on center websites
- Site now hosted by Bellarmine University at no charge to NACC
- Web traffic stats since the redesign on March 19, 2014:
 - 161 visits, 106 unique visitors
 - 422 page views, 2.62 pages per visit
 - 93% of our visitors are in the USA. Visitors also came from Brazil, Indonesia, Italy, Oman, Philippines, Thailand, and Tanzania.
 - While most people viewed the Index page, 31 people viewed the journal page and 32 viewed the directory of centers page. 26 visited the “join” page.
 - 58 people found the site on Google, 12 on Yahoo, and 6 on Bing
 - 68 people entered the site directly by typing in the URL
- Working with Ted Sheckels to put journal info online
- Need to increase traffic -- might spotlight a center
- Bonnie is willing to help edit content. Send ideas to Shawn and/or Bonnie.
- Suggestions:
 - Add a section for people to upload documents as resources
 - Need section for community college resources on website
 - Bonnie suggested that participants use white board in the center for notes.

C. Publications -- Marlina Davidson distributed for Kate Rempfer

D. 2014 NACC Conference Chair – Bonnie Wentzel

- Welcomed participants – enjoyed the results of preparation for this weekend
- Hosting a national conference allows centers to get some tasks accomplished with support of host institution.
- Participants commented on energetic and professional consultants.

E. 2015 NACC– Rusty Carpenter for Linda Hobgood

- Looking next year’s host
- Anand Rao volunteered University of Mary Washington as next conference site and will review Bonnie’s proposal.
- Participants were encouraged to consider hosting NACC two or three years from now.

V. Listserv Update -- Rusty Carpenter –284 members

VI. *Communication Center Journal* – Ted Sheckels

- Session this afternoon at 1:30
- Not predicting date for first journal – depends on submissions
- Beginning of rolling submission will be announced

VII. Concerns/Questions/Announcements

- Kim Cuny – Identity crisis: NCA and NACC
 - Ted – separate missions but officers overlap
 - Kim – NACC has a constitution – may need to be reviewed
 - Maybe clarify info on website
- Bonnie Wentzel– New survey about CommCenters could be more available to all.
 - Will collect info and share with all centers
 - Send questions to Bonnie for survey.

- Wendy Atkins-Sayre – University of Southern Mississippi – assistantships available
- Danielle Leek – Grand Valley State University hiring for a new director for fall

VIII. Meeting adjourned: 9:15 a.m.

Minutes submitted by Marlene Preston (for Brandi Quesenberry)