

**National Association of Communication Centers
Annual Conference
University of Richmond, Richmond, VA
March 18-19, 2011
Business Meeting Minutes**

Secretary Note: I did not have a roll sheet from which to list attendees. I apologize for this oversight.

I. Call to order (9:50) and Welcome

Appreciation expressed to Linda Hobgood for hosting this year's NACC.
Congratulations to Kathleen Turner, who was elected Second Vice President of NCA, and Wendy for her new NCA role.

II. Approval of minutes from 2010 meeting

Minutes approved.

III. Officer Reports

A. Wendy Atkins-Sayre, Chair

1. would like to work on document to lay out rules/duties of officers
2. Tutor Certification up and running. Two certified, Southern Miss and Randolph-Macon. Application on web site
- 3 Web site evolving, but still some missing info, so please send relevant info. Would like a list of centers that have grad centers and publication outlets.

B. Sue Weber, Vice Chair and NCA Planner

1. Handout with changes to next NCA. Encourages submitting to Teachers on Teaching or one of the other new panel types.
2. NCA theme (Voice) being taken seriously, not just lipservice. Can get an extra slot with a thematic slot, but committee chooses, not us.
3. Wednesday (3/24) is new deadline for NCA.
4. Ted: Twist on Teachers on Teaching. Could we propose session focusing on three center directors for whom we've named awards and talk about their contributions? Ted will craft panel submission. (Marlene Preston, Kathleen Turner, Linda Hobgood, Beth VonTill) He will need people who will talk about their contributions and influence. Tell him or Email.

C. Jennifer Ellis, Vice Chair Elect and Awards Planner

1. Recognition of Award winners from NCA
2. Please nominate and recognize people for awards. Important to us individually and as a section. Good info to share with administrators. Sept. 1 (Feb for students) is deadline for award nominees. Descriptions on website.

D. Ted Sheckels, Past Chair: none

E. Marlina Davidson and Beau Bingham, Publications (Beau).

1. Newsletter going well. Thank you for contributions.
2. Trying to contact center for each issue and have them tell us what they are doing. Send any Accomplishments in a short email.

F. Linda Hobgood, Excellence at the Center

1. Next year NACC at Eastern Kentucky (Richmond, KY) April 20-21, 2012.
2. Eastern Kentucky has incredible new center, Noel Studio. Fly into Lexington.
3. 2013: one formal bid from Clemson University. Another proposal being discussed by Curry College in Boston. Vicki's concern was doing it all by herself. Will do logistics if someone else would do programming. Ted will volunteer, but would like some younger blood to get involved as well.
4. Concerns about geographic diversity were discussed. Most conferences in southeast. Clemson is flexible and willing to go to 2014. They can arrange free shuttle from Greenville airport.
5. Moved that Clemson hold 2013. Passed unanimously.
6. Esther Yook reminded everyone that we have a hosting kit to help hosts plan NACC conferences.

G. Website: Wendy

1. Web site address is communicationcenters.org. Kudos to Wendy for re-design
2. Send me anything you think should be posted: publication ideas, grad assistant calls, etc.
3. Marlene stressed the importance of keeping history on website. We should document when and wherever we can.

H. Student Coordinator: Kim Cuny

1. Send emails of tutors. Join Facebook! Over 60 members so far. Still thinks she is Student Advocate, not coordinator!
2. It would help to coordinate awards for Students: Tutor of the Year and Student paper Awards.
3. Need to determine formal plan for reviewing student papers for awards. There seems to be an assumption that host reviews. It might make more sense for Student Coordinator to manage because the conference Host has so many jobs. Ferguson Award uses past winner and officers.

Motion: That the student coordinator organize the reviewing of student papers. Passed

4. Tutor Award: set up for past hosts to review. Student Coordinator can coordinate reviewers, and possibility to get more people involved.

Motion: That the student coordinator will coordinate reviewing for Tutor awards. Passed

5. **Motion: that we rename the Student Coordinator position to Student Advocate. Passed.**

I. Section Nominating Committee Two past chairs.

1. Kathie: Welcome statements of interest for any positions: Website help, Vice-Chair, Vice-Chair elect
2. Ted: NCA: if you want to get involved, or have people in mind, let Ted know.

IV. Old Business

A. Listserv: Marlene Preston

1. Marlene happy to pass Listserv to Shawn and Rusty at Eastern Kentucky.
2. In transition: We will be developing policies, so send any ideas. We have shifted from a moderated list to an open list because it is much easier for moderator.
3. Concern expressed about people dropping from list. Marlene answered that it happens all the time. This is just the first time everyone saw it.

V. New Business

1. Kathy: Affiliate with Communication Centers Section of NCA
2. Bob and Ann Weiss are unable to travel. Susan has a card if anyone would like to sign it.

Meeting adjourned at 10:46

Respectfully Submitted,
Deborah Socha McGee, Secretary
College of Charleston