

**National Association of Communication Centers
Annual Conference
University of North Carolina-Greensboro, Greensboro, NC
April 20, 2013
Business Meeting Minutes**

Attendance: Wendy Atkins-Sayre, Beau Bingham, Carl Brown, Rusty Carpenter, Kim Cuny, Erin Ellis, Jennifer Butler Ellis, Clark Fresen, Spencer Haackes, Daniela Kempf, Ronnie Kirby-Straker, Danielle Leek, Luke LeFebvre, Vicki Nelson, Marlene Preston, Brandi Quesenberry, Ted Sheckels, Karen Sindelar, Kathie Turner, Donald Watson, Elizabeth Wellings, Bonnie Wentzel, Jon Wiebel, Breanne Winter, Esther Yook

I. Call to Order (8:04 a.m.)

II. Minutes from the 2012 NACC Conference
Approved.

III. Officer Reports
Elected Positions

A. Chair: Jennifer Butler Ellis

Report was given by the Chair about happenings of conference, publications, communication center journal, and survey results for conference.

B. Vice Chair: Russell Carpenter

Report was given by the Vice Chair on planning for NCA 2013, reviewing conference proposals, multiple received, review to begin following submission deadline.

C. Vice Chair Elect: Marlina Davidson (not present)

No Report.

D. Recorder and Membership: Luke LeFebvre

No Report.

E. Past Chair: Sue Weber

No Report.

Appointed Positions

F. Student Advocate: Kim Cuny

Report was given by Student Advocate on record number of student paper submissions – the undergraduate competition was plentiful and rich in this year's pool of applicants.

G. Publication Specialist: Kate Rempfer (not present)

Report was given by Chair about increased submissions for the Communication Centers Newsletter – please submit ideas, happenings, etc. to the newsletter to share with the membership.

H. Website Manager: Shawn Apostel (not present)
Report was given by Vice Chair on moving the housing/maintaining of the website. Changes must be made to location of housing webpage due to administrative/technological issues at Bellarmine University.

I. Excellence at the Center: Linda Hobgood (not present)
Report was given by Chair that no host has submitted for hosting NACC 2014. Conference hosting submissions were encouraged from the membership and membership is able and willing to assist potential hosts with the host process.

J. NCA Section Nominating Committee: Sue Weber
No Report.

IV. Old Business

A. NCA Unit Membership Count: Jennifer Butler Ellis
Report was given on NCA unit membership by Chair about increasing recruitment of members and broadening awareness, dangerously near minimum quota (NCA Communication Center Section is currently under the three-year probationary period – 95 members currently affiliated), for Communication Center Section.

B. Listserv: Rusty Carpenter
Reports were given on listserv membership (290 listserv members registered) and ideas were solicited for reaching out to increase.

V. New Business

A. New Programs Receiving Tutor Certification: Sue Weber
Report was given by Past Chair, Arizona State University and Polk College both received NACC Tutor Certification. Currently there are a total of nine tutor certified programs by the NACC. The application for tutor certification program is now available online for center directors.

B. Preston Award for Leadership: Jennifer Butler Ellis
Recognition by Chair of Wendy Atkins-Sayre for her leadership as Past Chair.

C. Joyce Ferguson Paper Competition Proposal: Jennifer Butler Ellis
Proposal by Chair to develop clearly defined criteria for evaluation and/or rubric of assessment for reviewers. Develop a formalized set of criteria for use by evaluators, please contact the Chair if you have suggestions.
Motion tabled until NCA 2014.

D. Tutor Award Proposal: Kim Cuny
Proposal by Student Advocate to split tutor award into an undergraduate and graduate award for separate recognitions.
Motion (Wendy Atkins-Sayre) approved for separate award into an undergraduate and graduate award.

- E. Communication Center Journal Proposal: Luke LeFebvre
Proposal for the Communication Center Journal was presented by the Recorder, which included an annual publication (proposal attached to minutes). Motion (Kathie Turner) unanimously approved for the support of the creation of the journal and NACC leadership will initiate the search for an editor for the journal.
- F. Conference Goals Survey Results: Jennifer Butler Ellis
Report was given by Chair about informal survey taken of NACC membership about conference priorities for NCA and NACC.
- Results, as reported by the Chair, indicated that membership would like the NCA conference focus on (1) scholarly work and research, (2) practical application and ideas, (3) new communication center startups, and (4) student presentations.
- Whereas the results, as reported by the Chair, indicated that membership would like the NACC conference focus on (1) practical application and ideas, (2) student presentations, (3) new communication center startups, and (4) scholarly work and research.
- Please contact the Chair if you have suggestions, the Chair intends to create a proposal for the membership on how to manage these needs at each conference.

Meeting adjourned at 9:05 a.m.
Respectfully submitted by Luke LeFebvre.
Approved by Jennifer Butler Ellis.