

## **NACC Business Meeting Notes**

**Saturday, April 21, 2018 | 8am – 8:55 am**

### **James Madison University**

#### I. Welcome

- Call to order

#### II. Membership Numbers and Update

##### a. Promoting the Section

- We have \$220 dollars to use
- Discussed using the money for awards or scholarship.
- No action taken.

##### b. Encouraging New Membership

- We have 102 members currently
- Discussed including communication centers as members. We must follow up with Justin.

#### III. Website Report

- 325 members on the list serve

#### IV. *Communication Center Journal* Report

- Discussion of publishing proceedings of annual conference
- Discussed archiving memory of proceedings
- Discussion of 1<sup>st</sup> right of refusal for annual conference holders

#### V. 2018 Conference Host Report

- Paul discussed the tours available, photo opportunities (professional head shots) and JMU's Facebook page and website.

#### VI. Future Host Sites –discussion for 2019

- Discussion of needing a site for 2019. Leadership offered to support and possible future sites.
- Discussed need for trying to space conference location out throughout the US, so that it is easier for folks to attend from hard to travel locations.
- Discussed a possible group of leadership that could help the planner with specific aspects of planning for the next few years. We proposed a specific planning support group.
- No current offers for hosting.

#### VII. NCA Program Planner Report (Erin Harrison)

- 3 papers and 6 panels were submitted for review
- We were awarded 3 slots
- We are appealing for a 4<sup>th</sup> for the business meeting
- Gift Panel had 10 people involved. This is a good way to increase participation and allow for more colleagues to attend with presentations.
- May 2<sup>nd</sup> reviews are due. June 25<sup>th</sup> announcement

#### VII. Student Advocate Report

- Jenny Southard

#### IX. Tutor Certification Program/Certification Program

- No discussion but we decided to start a research group that will explore certifying actual communication centers, in addition to the tutoring certification program.
- No action taken.

#### X. Bylaws Proposal Changes (Wentzel)

- Copies of Bylaw change proposed were distributed
- Agreed to vote on proposed changes at NCA in Salt Lake City at NACC business meeting.

#### XI. NCA Outstanding Tutor Award Rubrics

- Kim agree to work with Amy and Carl (?) on and standardizing the rubrics and call for the awards
- Kim discussed working on a rubric to evaluate narratives
- Discussion was held about a coordinator and rubric for the awards
- Question raised: Who should be the reviewers for awards (unbiased panels)?
- Conversation cut short due to time constraints

#### XII. Presentation of the NCA Turner Award

- Presented to Rusty Carpenter

#### XIII. Final Announcements

- Meeting conclusion

#### XII. Adjourn