



Ohio Communication ASSOCIATION
EXECUTIVE Board Meeting
Meeting Date: January 20, 2020 10:00 a.m.- 2:00 p.m.

Meeting Location: Youngstown State University

In Attendance: Amber Ferris, Erin Hollenbaugh, Jeff Tyus, Rekha Sharma, Kuznekoff, James Jarc, Shawn Starcher, Cody Clemens, Patrick Dillon, Paul Sommer, Adam Earnhardt, Michelle Coleman, Nancy Jennings, Dan O’Neill

Not Able to Attend: Tammy, Elycia, Laura

Call to order: Amber Ferris @10:03 am

Introductions

Approval of minutes

- Jeff motioned, Cody seconded
- All approved, no opposed or abstentions

President’s report: (Amber delivered)

- Need to come up with new keynote speaker
- Goals for OCA: president’s blog, transition to exec board contributing to blog
 - Discussion of what our outreach strategy could be/should be; what should we write about?
 - James: What are our goals in connecting with members? Erin: OCA becoming a voice or authority. We should be the go-to org when people are thinking of comm issues. Jeff: quarterly articles with more depth in articles? Jeff: what about offering other folks the opportunity to contribute? Paul: amplifying voices; Michelle: need to manage deadlines and logistics with partners. Shawn: what about just organic social shares and posts? Erin can reach out to partners to solicit info, discuss value adds. Task: 3x posts, spring/summer/fall? What about key dates for OCA? April (Amber: importance of engaging students in research/conferences), July (content/author TBD), and September (content/author TBD)
 - Erin and District reps will coordinate outreach and collecting info for regular posts
 - What about engaging with undergrads for guest posts? “My first conference experience”;

- CSCA: no OCA reps went. According to bylaws, VP is supposed to attend. Conference is 4/14-18 in Chicago. Cody and Jeff and Shawn are going and will engage. Tammy to lead efforts to organize panels etc.
- Keynote: Cody suggested Sandra Faulkner; dynamic speaker in women's, gender, and family; full professor at BGSU: <https://www.bgsu.edu/arts-and-sciences/media-and-communication/faculty-and-staff/sandra-faulkner.html>; board likes the idea, Cody will initiate conversation, Tammy will reach out with official offer and details.
 - Jeff: should we consider looking for keynotes who are close to or connected to conference locations?

VP Report (Amber)

- Welcome to Rekha and Nancy
- Need to find new VP
- Michelle will be stepping down as ED after 2021 conference
- Several other openings on the board: please help recruit
- Let's narrow down board reports; focus more on business. Send to Comm coordinator in advance and send as attachment to minutes.

ED Report

- Doing well financially thanks to sponsors! (\$5000 positive)
- If board has any direction on conference design project, contact Michelle; Elycia and Michelle review and select
- OCA Poster: capstone class will be developing, needs direction from the board
 - Theme: preparation for an uncertain future, what can you do with a comm degree, what employers are looking for (lots of COMM!). Specific careers, placement, salary data, degrees awarded? James and Amber will review poster design
- What about financial investments or other purchases?
 - Banner? Other professional-looking visuals? Free standing signs.
 - Website/technology

Journal Report

- Reviews coming in for R&Rs
- What about online review formats?
- Online submission system? There are some open access systems... to investigate and recommend suggestions
- More reviewers would be good... need to promote more. Jeff to provide some verbiage for volunteers, James to share online and create a form to solicit volunteers.
- Ask submitters to recommend a reviewer?
- Need to increase visibility (and legitimacy) of journal.

Archivist Report:

- Smooth transition!
- Anytime you need info, Shawn can get it quickly or easily, just ask!
- Do something with purpose at the conference... what?

- Add some history to the website and social media (Shawn will organize)
- Add keynotes to past conference programs page?

Conference Report

- No update from Elycia
- Amber congratulated all on successful 2019 conference
- Dates: March 1 submissions open, awards open;
- May 15 submission closes; June 15, decisions emailed; July 15 conference reg opens; at a glance August 15

Partner Coordinator Report

- Partner presentation scheduling?
- Smooth out presenter/attendee names - streamline registration process for partner orgs and individuals

Discussion of district reps roles/responsibility

- Patrick added Google sheet of colleges and reps
- Add list of comm programs/schools in Ohio (maybe map or something?)

Comm Coordinator/Website discussion

- Presented themes, selected theme after discussion
- James to purchase and deploy along with new hosting provider

Lunch, reconvene at 12:23 am

Revision of constitution

- Amber proposing to change “district reps” to “board members at large”; appointment timelines remain the same
- Jeff motioned to approve the change; Shawn seconded the motion;
 - Patrick questions the number of members; Erin offered changes to grad student reps as well, bringing total to 9 elected and 9 appointed.
 - VOTE No opposed or abstentions, the motion passes unanimously
- Is the number of elected and appointed members?
 - Discussion of interest and availability of volunteers.
 - Should we move any appointed to elected positions? No change needed
- On-site conference coordinator? Amending position to “coordinator(s)”
 - Do we need this in the constitution? What are expectations for the role, perhaps that’s what has to be included.
 - Are they members, do they have voting rights?
 - Michelle moves to add on-site coordinator to the constitution; Patrick seconded;
 - VOTE: no nays or abstentions, motion passes unanimously
- Discussion of archivist terms
 - Number of years: 3-5? Does it need to be more?

- Michelle suggested moving forward with bigger picture;
- Erin moved to make term 3-5 years; Michelle seconds
 - VOTE: no nays or abstentions; passes unanimously
 - Shawn Question: about discretion for removal? In the by-laws, no need for further discussion
- Executive committee / voting privileges
 - Specific to on-site conference coordinator... no voting rights
 - Immediate past president? Discussion, but no need to change
- Erin suggested to roll up small grammatical or non-substantive changed into one motion
- Executive director responsibilities:
 - Jeff motions, Shawn seconds: move special elections/vacancies from VP to ED
 - VOTE: approved unanimously
- Discussion of members at large, TASK: to determine and bring to the June meeting
 - Who's assigned, and why? Rehka is northeast, Nancy is southwest
 - Develop language of regions as well as responsibilities
 - Reps to work together
- Motion to adjourn Jeff, seconded by Cody;
- Adjourned at 1:03 pm.