



Ohio Communication Association June Planning Meeting Minutes

June 8, 2012

Ohio University Pickerington

I. Call to Order – 9:02am

Attending: Tim Pollock, Sheida Shirvani, Erin Hollenbaugh, Adam Earnhardt, Michelle Coleman, Andrew Hunt, Nicole Blau, Jeff Tyus, Ted Avtgis, Matthew Smith, Tyler Hall, Myra Bozeman, Doug Switzer

Absent: Stefne Broz, Lianne, Ritchey??

II. Minutes

9/30/11

11/4/11

Ted moved, seconded (Pollock). Minutes approved.

III. Announcements

none

IV. Reports

Exec Director

- reviewed financial statement, good financial health
- answered questions about financials, drop in expenditures from previous FY
- introduced reduced conference registration fee for student groups
- sheida moved to approve, andy seconded, motion passed.
- discussed new executive director candidate, introduced Erin Hollenbaugh.
- board unanimously approved Hollenbaugh (term January 1, 2013 to December 31, 2015).

Conference Coordinator (Coleman)

- talked about ways to increase revenue
 - discussed options for grad school open house. should we charge, how much?
 - purchasing ads for the conference program
 - \$75 per table, invited to attend Friday evening reception and Saturday lunch
 - adam will prepare form and language for email solicitation, andy will send out email

- asked about letters that appear in program. Erin will get letter from mayor, sheida will submit letter
- discussed Friday afternoon and evening activities
- need poster judges (suggested Matt Smith, Cary Horvath, Beth Graham)

Journal (Blau)

- editor will be Nikki, need associate editor and business manager
- Blau voiced concerns about perceptions of OU representation on board.
- smith suggested placing call to all members for assistant editor and business manager
- editor preference on whether or not to publish keynote

Communication Coordinator (Hunt)

- created Twitter account, Facebook, etc.
- looking for ways to update website design, and be able to control it
- prices ranged from \$2000 to \$400
- all control of the website should move from Joe Murphy to Andrew Hunt
- approved \$2000 to redesign web sites based on Andy's recommendations and board final approval
- Adam, Tim and Andy will review needs for web site

Immediate Past President (Smith)

- past president panel, dealing with issues in OH education, institutions – past, present, future
- proposed a “standing” panel,” immediate past president would recruit panelists (other past presidents)
- proposed shifting responsibilities of awards ceremony from VP to immediate PP
- motion (Coleman, seconded Avtgis) to include the “standing panel” proposal as an immediate PP responsibility. Motion carried
- 2nd proposal tabled

Vice President (Pollock)

- constitution updated, double checking language
- discussed options for discussing OCA mission, vision; ways for growing OCA
- also discussed the need for smaller committees to review conference submissions, awards committee, and web committee.

President (Shirvani)

- discussed keynote speaker arrangements, Lynn Turner (Marquette University)
- discussed possible accreditation standards, with OCA serving as accrediting body

V. Old Business

none

VI. Media Business

Media Festival (Switzer)

- showcase media clips from participating schools

- media festival judging
- keep it small for the first year, to kick it off
- serve as introduction to the 2013 contest, range dates for submissions, and deadline for submissions

Award Nominations

- Randall Giffith – innovative teaching award
- Phalen – grad teaching award
- Ken Carano – service award
- debated undergrad award, unanimous decision to give award to both

Review of Convention Papers

- over 50 submissions
- discussed papers with divided reviews
- proposed some changes to the review process

Discussion of Convention Logistics

- conference will be in Franklin Hall, lunch in Rockwell Hall
- can put conference programs, other messages on the LCD screens
- Friday night reception at The Tannery
- provisions made for ADA services
- guest option for network access
- no student-to-scholar session
- discussed raffle donations

Promoting Convention

- promotions will come from conference director and ED

Nominations

Elected (need names for the ballot)

VP

Southwest and Central reps?

Southeast and Northwest reps?

(2) Grad and (2) Undergrad reps

Appointed

ED – Hollenbaugh appointed

Awards – Tyus (if he still wants to do it)

Conference – (Coleman unless she is elected VP)

Communication Coordinator – Andrew Hunt appointed last year

Associate Journal Editor (??)

Journal Manager (??)

Future Conference Locations

2013 – Southeast - Marietta College

2014 – Central (Franklin University?)

2015 – U of Dayton?

November 2, 2012 set for Fall site planning meeting at convention location (Marietta College)

Adjournment: 1:45pm