Call to Order

Division Chairperson Patrice Buzzanell called the business meeting to order. Last year's business meeting minutes were distributed, reviewed, and passed.

Presentation of Awards

Redding Dissertation Award: Vice Chair Nosh Contractor identified the finalists for the Redding Dissertation Award and the committee, which was chaired by Beth Ellis. Other members of the committee included Eileen Berlin Ray, Marcy Meyer, and Lars Thoger Christensen. Chairperson Patrice Buzzanell presented the award to Tim Kuhn for his work, "The Complex Process of Planned Organizational Change: Developing a Model of Knowledge, Activity, and Communication Networks." This dissertation was directed by Steve Corman from Arizona State University. Honorable mention was presented to Sarah Tracy for her work, "Emotional Labor and Correctional Officers: A Study of Emotion Norm, Performances, and Unintended Consequences in a Total Institution." It was directed by Stan Deetz from the University of Colorado, Boulder.


Top Student Paper Award: Chairperson Patrice Buzzanell presented the award to Geoffrey Tumlin, Amy Schmisseur, and Stephanie Hamel, each from the University of Texas, Austin, for their paper, "I Spent 18 Years of My Life in Jail. A Convict is Who I Am: A Study of Social Identity in Communication Networks."

Display Award 2000: Chairperson Patrice Buzzanell presented the award to Mary Eicholtz for her display, "Who Am I? The Rhetoric of Organizational Identification in 19th Century Publications."

Outstanding Member Award - David Seibold and Kathy Miller
Past Chairperson David Seibold noted that this year's recipient has conducted impeccable scholarship, including several top paper and book awards in the division and association. He also noted that the recipient brings a multi-perspective and multi-
method approach to his work that has forged common ground among scholars. Finally, he also noted that the recipient has provided significant service to the division and to the association, most recently to internationalize our focus. This year's Outstanding Member Award recipient is George Cheney, who was unable to attend the conference.

State of the Division
Patrice Buzzanell

Membership:

Our membership dropped somewhat for 2000, although this can be attributed to the international location for the conference. Membership after the 2001 conference is expected to be over 500, which will be approximately 17% of ICA membership. This typically ranks us as the second or third largest division of ICA.

Financial Report:

The division has approximately $1,800 in the budget, all of which has been spent. Major expenses included awards, the newcomers' breakfast, and stickers for Division IV members. In addition, we also provided money for the Redding Endowment and $510 for the division reception. The latter is co-sponsored by the division and Management Communication Quarterly (presently edited by Ted Zorn). An additional $75 was allocated to the Building Museum Tour. There may be some additional, minor expenses related to the doctoral conference until all participants have registered. The student fee for the doctoral conference was reduced by $10. An anonymous donor has offered to cover these costs. For the Academic-Industry Panel, the division was allocated $3,000 for non-members attending the conference. This is an allocation made to all divisions by ICA. The University of Puget Sound donated the costs associated with the division brochure and student assistance. Purdue University donated the costs of conference abstracts and postage.

D.C. Conference:

Submissions to our division included 57 papers and 13 panels. Twenty-five percent were student papers. We accepted 45 papers (79%) and all but one panel. This year, we also included three high-density panels, with two respondents for each panel. Patrice asked for feedback about the high-density panels and members stated a preference to retain the dual respondent format. In addition to regular conference programming, the division had two pre-conferences, one for doctoral students and one co-sponsored with LSI. Patrice asked for feedback regarding the doctoral pre-conference and members suggested that attendance be limited to 30, that publicity be increased, and that
more reasonably priced housing be available to graduate students. Francois Cooren reported on the co-sponsored pre-conference. Patrice extended thanks to all of the paper readers and respondents for their work prior to, and during, this year's conference.

**Standing Committee Reports**

Membership Committee:
Renee Houston and Sarah Tracy

Renee Houston reported that the division created stickers this year to help identify members at the conference. She also discussed the production of a division brochure to publicize member and division activities. She explained the production costs of a color brochure, estimated to be $350 for 200 color brochures.

Academic and Industry Taks Force
Colleen Keough and Mary Eicholtz

Since Colleen Keough is stepping down, Patrice thanked her for her years of work with the task force. Colleen reminded attendees about the time and date for the panel featuring academic and industry scholars. This year's panel was organized by Larry Browning. Mary Eicholtz asked for suggestions and volunteers for future task force activities.

Redding Award Endowment:
Fred Jablin (Silent Auction - Cynthia Stohl)

Patrice thanked Fred Jablin for his years of service for the Redding Endowment. Cynthia described the Redding Endowment and how the idea for a silent auction developed to raise additional money for the endowment. Cynthia asked for bids for 2 volumes of the Handbook of Organizational Communication, with Linda Putnam's name misspelled.

Division IV Newsletter/Photographer:
Anita James

Anita James explained that there is no newsletter because most information is communicated through the division mailings or the web site. Anita also described her role as photographer during the conference and asked if any other members would like to assist her.

**Ad Hoc Committee Reports**
Nominating Committee:
Vernon Miller

Vernon Miller thanked the members of the nominating committee for their assistance. Vernon listed the nominees for paper readers for the 2002 conference. Paper readers nominated included:

Erik Timmerman (University of Milwaukee- Wisconsin), Tim Kuhn (University of Colorado, Boulder), Betty LaFrance (Wake Forest University), Mary Eicholtz (University of Arkansas), Shiv Ganesh (University of Montana), (Karen Ashcraft (University of Utah).

Additional nominations for paper readers were requested from the floor. The following names were added:

Lorill Gossett, (University of Nevada, Las Vegas), Dawna Ballard (University of Texas, Austin), Scott Chadwick (Iowa State University), Ankia Hylmo (George Mason University), John Lammers (University of Illinois), Diane Martin (University of Portland), Leah Ritchie (Salem State University), Daniel Robichaud (University of Montreal), and Lucinda Sinclair (Longwood College).

Vernon also noted that Larry Browning (University of Texas, Austin) and Steve Corman (Arizona State University) have been nominated for Vice Chair.

New Member Orientation:
Renee Houston and Sarah Tracy

Renee Houston reported that the new member breakfast was publicized on CRTNET and the graduate student listserv. She also reported that members who attended the new member orientation were asked to sign a guest book so that we can contact new members in the future.

Division Abstracts:
Jeff Kassing

Patrice Buzzanell reported that copies of the abstracts are available. They will also be available on the division web site.

Review of Division Acceptance and Programming Criteria
John Lammers

John Lammers reported that the process of using z scores and two Yes votes for determining paper acceptance has remained relatively stable over time. John
asked members to offer any suggestions regarding improvements in the process.

Internationalization Committee
George Cheney

Cynthia Stohl reported that international members of ICA do not necessarily find June to be the best time for them to attend the conference. Currently, the recommendation is to retain the current date until more information is available from members. She also noted that ICA is seeking additional information regarding the costs of the conference, given exchange rates. Jim Taylor noted that an additional issue is the long-term representation of ICA, as it relates to continuing participation of international scholars.

New Business

ICA Board Issues and Plans
Patrice Buzzanell noted that the ICA offices are moving to Washington, D.C. Cindy Gallois extended an invitation to division members to attend the 2002 conference in Seoul, Korea, from July 15-19 at the Seoul Hilton. She noted that conference planning continues and that ICA is very excited to meet in Korea and further establish ties with scholars there. Michael Haley reported that the conference theme selected by Jennings Bryant will be "Reconciliation Through Communication," which is consistent with the social, political, and economic dialogue in Korea--and other parts of the world--that has occurred in the past few years. Michael noted that there will be several pre-conference in surrounding areas, including one in Hong Kong and one in Tokyo. During the conference, ICA hopes to bring scholars from North Korea and The People's Republic of China to participate. A special plenary session will include three Nobel Laureate

There will also be two post-conferences. The first will be a scholarly post-conference and will begin in Shanghai and conclude in Beijing. The second is a post-conference tour that will likely last 4-5 days. Tour dates will be announced in January. Agreements have been made with Korean Air for fares that will be approximately $800 for many members. Reduced fares will be available for travel in surrounding countries as well. The airline will also provide bus service to the conference for approximately $8, rather than the $45 for a taxi from the airport. Michael reminded members to look for additional information in upcoming ICA newsletters and on the ICA web site. He also noted that, although the date of the conference is later than usual, the same deadlines will apply. As a result, programming decisions should be made by January and members can begin to make travel plans.

2002 Division Conference Plans
Nosh Contractor
Nosh asked that members contact him if they have ideas for both the content and format of panels at the 2002 conference. He also asked for pre-conference suggestions in terms of topic, location, and participants. He requested that members with contacts in Korea or surrounding countries communicate with them about participating in the conference.

Other Business:

Museum Tour
Marie Garland noted that the National Building Museum tour will be held on Saturday of the conference. The tour will include an exhibit of office development, with an introduction by the museum staff. Marie noted that discounted metro tickets are available to participants.

Redding Endowment Auction:
Cynthia Stohl reported that the results of the auction would be announced at the division reception.

Mission Statement and By-Laws:
Nosh Contractor thanked the members of the mission and by-laws committee for their help. He reported the committee's progress in studying the division mission statement and by-laws. He explained that, over the years, the division has used different versions of the mission statement. He asked attendees to consider whether the mission statement should be revised and reply to him by email by August 31. Members agreed to have the mission statement put on the division web site and have a vote to either retain or change it. Nosh noted that the last update of the division by-laws was in 1985 and that some of them seem antiquated. In addition, Nosh reminded members that David Seibold last year recommended that the Vice Chair program the conference in his/her second year and then subsequently in his/her first year of as Chair. Currently, the Chair programs the conference in his/her first and second year. Nosh proposed that the committee complete revisions to the by-laws, put them on the web site, and have a mail vote, if possible.

Web Site:
Steve May asked members to visit the division web site and provide suggestions either to him or to Caryn Medved, who will be working on a web site redesign.

Division History:
Josh Barbour provided an update on the division history and asked members to submit any additional information they have. Josh also sadly reported that Steve
Chafee recently passed away.

Steve Chafee Memorial:

Linda Putnam announced that a memorial session will be held to honor Steve Chafee.

Respectfully submitted,

Steve May