

**WSCA Legislative Assembly Minutes**  
**Monday, February 20, 2012**  
**6:40-8:10 p.m., Sendero III**

- I. Call to Order at 6:42pm (Pat Ganer, WSCA President)
- II. Announcement of Legislative Assembly staff (Pat Ganer):  
 Recording Secretary, Pamela Pareno-Elkind;  
 Parliamentarian, Sue Pendell
- III. Review of Legislative Assembly Procedures -- Pat Ganer
  - A. Separation of voting and nonvoting participants (nonvoting participants were asked to sit in chairs located in rows behind the voting members)
  - B. The WSCA Legislative Assembly follows the most current edition of *Robert's Rules of Order*.
- IV. Credentials Committee Report (Michael Brydges and Liana Koeppel):  
 Those in attendance included:
  - 18 Interest Groups and Affiliate Organizations
  - 8 At-Large Members
  - 9 Delegates representing Institutional and Departmental Members
- V. Approval of 2011 Legislative Assembly Minutes  
 Approval moved by Greg Dickinson. Seconded Michele Hammers.  
 Item I changed from “;” to” :”. Additional grammar/punctuation edits were requested to be given in writing to Ganer.  
 The minutes were approved unanimously with the correction.
- VI. Information Items
  - A. President Pat Ganer announced the results of Association-wide elections. They were:  
 First Vice President— Patricia O'Keefe  
 Second Vice President— Christina Granato Yoshimura  
 Delegates-at-Large to the Legislative Assembly: Fran C. Dickson; Courtney Vail Fletcher;  
 Frank G. Perez; Kathryn Sorrells; Karen Taylor
  - B. President Ganer reported that 588 people had registered for the Convention. In addition, the number of members of the Association now stands at nearly 1112 members of all types. The number will be reduced substantially when the list is purged to remove those who fail to renew memberships by March 30, 2012.
  - C. President Ganer announced the results of the Association search for a new Editor of the *Western Journal of Communication*. Sharon Downey has been selected to replace Bill Eadie at the end of his term.
  - D. Executive Director John Reinard reported on Executive Council actions:
    - 1. Discussions were completed on awards and recommendations will follow.
    - 2. A change was made in the *Policies and Procedures Manual*. An addition to the section on Selecting Appointed Officers (p . 12) was made following the paragraph which begins “For editor searches . . .”:

“An annual stipend identified in the *Policies and Procedures Manual* and the *Publications Handbook* is granted to appointed editors. Requests exceeding the originally budgeted amount must be reviewed by the Finance and Publications Committees and approved by the Executive Council for recommendation to the Legislative Assembly. Currently, an annual stipend is granted to the Executive Director. The President, with consultation of the Executive Council and the Executive Director Search Committee will have the ability to negotiate assistance for the appointed Executive Director at the time of the initial appointment.

3. Possible experimenting with electronic paper submission software (EDAS and Easy Chair) was approved. The President Elect was empowered to approach in Interest Group to use an option of electronic submissions as a form of pilot test. Results may be reported before the end of the next annual convention.

--Discussion was opened from the floor.

Lin Allen: Would electronic submissions be only for the piloting of this submission method from Interest Groups? A: For one Interest Group all submissions would be electronic during the test period.

Melissa Tafoya: Are we moving to something closer to how NCA submits their papers? The absence of this approach has been a challenge to Interest Groups in the past.

- E. Executive Director John Reinard reported on the 2015 Convention hotel.

- The 2015 Convention will be held at the Red Lion Hotel in Spokane, Washington. Rates will be at \$139 a night. They have given us all of the concessions we have requested. Such as the free WIFI as we have here. The Convention hotel is providing free bus transportation to the downtown area during the Convention.
- The 2016 Convention has been identified by the Time and Place Committee to be in San Diego.

Pat Ganer: If members have any input about hotels to consider or avoid, their insights are requested.

Michelle Hammer: The WSCA workplace justice policy should be considered.

Reinard: Our policy says two things: (1) we do not cross picket lines, and (2) we reserve the right to change hotels if there is a labor issue.

- F. Executive Director John Reinard reported on WSCA assets.

In general, Association's finances were reported to be sound.

- The total assets from all sources are \$366,044.80. Memberships are a large part of the increase in revenues. The overall income in the 2011 year was exceptional and suggests the vagaries of individuals who put off professional commitments in the bad economy of 2010 and the presence of some who wanted to take care of renewals at the end of 2011. This fact, combined with some fortuitous arrivals of checks from sponsors and vendors in 2011, made the income figures difficult to trust as long-term trends. Nevertheless, there is no doubt that the situation is a good one.
- Membership numbers were up over last year (1031 members at this time last year), but the numbers were expected to drop somewhat when the list is purged to remove those who failed to renew memberships by March 30, 2012.

- VII. Report from NCA Legislative Council--Representatives: Robert Becker, representing Community Colleges, 2011 through 2013; Belle A. Edson, representing Four-Year Universities and Colleges, 2010 through 2012; Robert Stockton, representing K-12, 2009 through 2011.

--Major issues involve new proposals under consideration to alter the structure of the Legislative Council of the National Communication Association. These matters may affect representation from the regional associations.

- Robert Becker explained that NCA Legislative Assembly discussed if the program planner should be permitted to change offensive words in titles of papers. The matter was tabled.
- Belle Edson, representing four-year universities and colleges reported that there was discussion about a motion raised of Dana Cloud at the University of Texas regarding whether educational institutions provide benefits to dependents of GLBT individuals. The amendment was withdrawn when questions were asked for which she requested additional time to secure answers.
- Robert Stockton, representing K-12 from 2009 through 2011 reported that:
  1. The new NCA second vice president, Carole Blair of the University of North Carolina University at Chapel Hill is attempting to shepherd through the constitutional changes being considered;
  2. The new format for the NCA website is in place and represents an improvement over the past format;
  3. NCA leadership still is in the process of deciding on a dues increase. Please read the website to gather information about this issue.

### VIII. Action Items

- A. Report on actual 2011 budget and approval of the 2012 proposed budget – John Reinard
  1. The category of the editorial office transitions was dropped from the budgeted year because the year in question did not involve such expenses.
  2. Printing and postage has been dropped from the publication of journals and *WSCA News* because last year there were start up charges.
  3. There is a difference between interest groups' expenses from past years since there is one fewer interest group after the dissolution of the Elementary and Secondary Schools Interest Group in 2010.
  4. Last year there was a large amount for the local host because they could not set up a separate bank account; as a result all local host expenses were handled through WSCA. MSP unanimously.
  
- B. Asset allocation and rebalancing – John Reinard
 

A profit was made in the previous year. According to the *Policies and Procedures Manual*, when a profit is earned the Association is supposed to examine ways to rebalance its investment portfolio. This rebalancing the mutual funds is proposed as soon as is reasonable by allocating one half of funds from the maturity of an upcoming certificate of deposit in the following ways:

  - \$1500 to memorial funds (for support of student scholarships to attend WSCA Conventions); This fund is for student support, for travel, scholarship and, potentially registration fees;
  - \$9000 in large cap mutual funds;
  - \$9000 in small and medium cap mutual funds;
  - \$20,000 in long-term government/US Treasury bond funds.

For each of these fund categories, when executed, the rebalancing should return us to within 3% points of our target goals.

Lin Allen: How were these percentages decided into different caps?  
 A: (Sue Pendell): The *Policy and Procedures Manual* provides a typical allocation guide that has been approved by the body.  
 MSP unanimously.
  
- C. Changing *by-laws* and *Policies and Procedures Manual*– John Reinard:
  1. Change in bylaws Article VII, section to delete reference to the Elementary and Secondary Education Interest Group since that group has been dissolved.

--Note: Article XII, section 2 of the bylaws requires that amendments to bylaws be “adopted by a two-thirds majority vote of the Legislative Assembly present and voting and that amendments defeated in the Legislative Assembly shall be submitted to the membership of the Association upon receipt of a petition from fifty members and shall be adopted if approved by a majority of those voting.”

MSP unanimously

2. Change in bylaws Article IX, section 6:

Add: “The Executives Club is authorized to present yearly the WSCA Executives Club Debut Award(s).”

MSP unanimously

3. Add new Article X (and renumber subsequent articles):

“Article X: Affiliate Organizations

The Executive Council is authorized to certify Affiliate Organizations in WSCA. The Executive Council is authorized to allow affiliate organizations to present awards at the WSCA Convention.”

At the current time there is only one affiliated association: OWAC. At one time there were two affiliated organizations. The Western Forensic Association was absorbed into WSCA and became an interest group.

Point of information (Stacey Sowards): What is the practical meaning of this new Article?

Michelle Hammer: The motion seems to give additional power to the Executive Council to add affiliate organizations but the motion does not seem to give authority to Legislative Assembly.

Pat Ganer: It does not preclude action by the Legislative Assembly, but the language could be changed.

Motion (Lori Britt): to amend the main motion by changing “Executive Council is authorized” to “Legislative Assembly is authorized.”

Seconded by Patricia O’Keefe.

Stacey Sowards: What does an organization have to do to be certified? Do existing Affiliate Organizations have to be certified?

Pat Ganer: During a Legislative Assembly meeting, a motion of certification would recognize an Affiliate Organization.

Greg Dickinson: The language is not parallel. We are setting a higher standard for the organization than for the award.

Motion (Greg Dickinson): to amend the amendment to include replacing “The Executive Council is authorized to allow” to “The Legislative Assembly is authorized to allow.”

Seconded by Michele Hammer

Passed: 34 ayes, no nays, and 1 abstention.

Amendment as amended passed: 34 ayes, no nays, and 1 abstention.

Lori Britt: amend the main motion by adding. “Affiliate members will be entitled to representation in the Legislative Assembly.”

Seconded by Chuck Goehring.

Passed: 34 ayes, zero nays, and 1 abstention.

Questions: Do we want to list criteria by which a group can become an Affiliate Organization?

Lisa Flores: We may want procedures by which a body can become an Affiliate Organization.

Nancy Oft Rose: This is a lot of work, when we do not have a lot of groups applying for Affiliate Organization memberships.

Heather Hundley: We do not see this to be a difficult process, but we probably should proceed with recognitions policies similar to those currently used for interest groups.

No action was taken

D. Addition to *Policies and Procedures Manual*

Largely as a result of IRS encouragement, it was recommended by WSCA's accountant and lawyer that the Association should develop policies on conflict of interest, whistleblowers, and destruction of documents. Based on the discussion at the Executive Council at its November 2011 meeting, policy statements that parallel those of other professional organizations were reviewed and served as the model for those to be presented here.

1. Conflict of interest policy

Lin Allen: Will the conflict of interest apply only to matters that involve financial gain for one party?

John Reinard: Financial considerations are among the most prominent areas of conflict, but other matters could be involved and the Executive Council would be obliged to decide whether a conflict of interest exists.

MSP unanimously

2. Whistleblower policy

This policy involves assurances that any individuals will not be punished if they report conflicts of interest or illegal or unethical behavior. This statement has been adopted from NCA.

MSP unanimously

3. Destruction of documents policy

Since different states have different requirements for nonprofit corporations to keep certain types of records, we accepted the rules that were the strictest regulations in each category. There are some documents we must keep for ten years and other things we must keep forever. Some of the things identified in the policy are kept in cloud storage.

Zack Justus: What does the document mean by permanently kept. Does this policy means that the items must be kept on paper?

John Reinard: Some will be paper and some will not be paper. P

MSP unanimously

E. Resolutions from Interest Groups

None

F. Resolutions from the Floor

None

G. Resolutions of Appreciation

1. Be it resolved: that the Western States Communication Association expresses its heartfelt appreciation to the following for their service:

Heather Hundley, Immediate Past President of WSCA,

Pat Ganer, President of WSCA,

Lisa Flores, for convention program planning,

Ann Darling, Second Vice President, for planning the Undergraduate Scholars Research Conference, the Graduate Student Workshop, and the Graduate Programs Open House and for membership efforts,

All committee members who have served during the year,

Stephen Littlejohn, Chair of the Local Host Committee, and the faculty, students, and staff of all the participating departments, for convention arrangements,

Robert Becker for coordinating the Western Forensics Association tournament,

John Reinard for coordinating operations of the organization, and

Sharon Billings and the staff and management of the Hyatt Albuquerque for their service and hospitality.

2. Be it resolved further that the outgoing President of WSCA be instructed to write letters communicating the appreciation of the Legislative Assembly to the above named persons and to their appropriate administrators.

Motion by Belle Edson

Seconded by Nancy Oft Rose

Robert Becker would like to add Gina Hunt to the list of individuals being appreciated.

Pat Ganer: The addition was order without objection.

Passed unanimously

#### IX. Elections

- A. At-Large Representatives to Executive Council—two members (to serve 2012-2014, starting with the meeting tomorrow morning, including an annual meeting at NCA the evening prior to the convention and an annual meeting at WSCA the day prior to the convention). Teresa Bergman and Melissa Ann Tafoya were elected.
- B. WSCA Nominating Committee—two members (to serve in 2013). Erin Sahlstein and Fran C. Dickson were elected.
- C. WSCA Representative to NCA Legislative Council—one member representing K-12 institutions (to serve 2012 through 2014 starting with NCA in Orlando, including Wednesday afternoon, Saturday and Sunday morning meetings). The current representative is Robert Stockton, representing K-12, 2009 through 2011). Robert Stockton was elected.
- D. WSCA Scholar Award Committee—one member to serve 2012-2014) starting in the fall. Amy Bippus was elected.
- E. WSCA Distinguished Teaching Award Committee –two representatives (one to serve a one-year term and one to serve a two-year term). Michele Hammers was elected to the one-year term (2012-2013). Belle Edson was elected to two-year term (2012-2014)

#### X. Adjournment