**Basic Course Interest Group Business Meeting Agenda**

CSCA 2017

Minneapolis, MN

Thursday, March 16, 9:30-10:45, 2017

Greenway J

1. Approval of minutes
2. Karla Hunter provided a welcome and introductions of the interest group leadership.
3. Aimee Sorenson provided an overview of the minutes from the 2016 minutes.
4. Karla Hunter called for corrections to the minutes. There were no corrections.
5. Josh Young approved to accept the minutes from the 2016 meeting which were unanimously accepted by those in attendance.
6. Reports
   1. Convention Report (Karla Hunter, South Dakota State University)
      1. Submissions have decreased.
      2. The Great Ideas for Teaching the Basic Course session was a great idea but it was overlapped with our business meeting which was not ideal.
      3. There were four paper submissions and six panel submissions.
      4. An additional spotlight panel was created in order to utilize all of the slots allotted to our interest group.
      5. Karla Hunter provided an overview of sessions scheduled during the 2017 convention.
      6. Members of the interest group were encouraged to become more actively involved in the division with specific attention drawn to the submission of papers and panels for future conferences.
   2. Basic Course Communication Annual (Joe Mazer)
      1. Joe Mazer (Clemson University) provided an overview of the Basic Communication Course annual.
      2. Joe Mazer is the new editor of the annual which is now published by the university of Dayton.
      3. He is accepting submissions for the 30th version of the annual.
      4. Volumes 1-28 were published by American Press. Publication of the annual has now transitioned to the University of Dayton.
      5. The journal is now online which provides greater flexibility and improves the submission/review process.
      6. The journal can be accessed at <http://ecommons.udayton.edu/bcca/>All of the previous volumes and articles are downloadable and searchable.
      7. The call for the next volume of the issue was reviewed. The deadline for submissions in October 1, 2017.
      8. Kody Frey is the editorial assistant.
      9. C. Kyle Rudick asked if there was any plan to expand beyond one issue a year. Mazer indicated that he hopes that it will be possible if there are an increased number of submissions.
      10. Sandy Pensoneau-Conway discussed the possibility of conference papers being submitted to the journal.
      11. Kathryn Golsan asked about the expanded use of technology within the online journal.
      12. Mazer indicated that he would take these ideas into consideration.
   3. Program Planner’s Report for 2018
      1. Amy Aldridge Sanford and Kathryn Golsan provided a preview of the 2018 convention.
      2. The 85th annual conference will be held in Milwaukee, WI. April 5-7, 2018
      3. The conference theme is *Difference*.
      4. 10 conference slots are available for our unit.
      5. Submissions are due October 9, 2017.
      6. The conference Hotel is the Hilton City Centre. Rates are $149 a night regardless of the number of people in the room. Complimentary Wi-Fi is available.
      7. Preconference on Wednesday – Chad Edwards is planning.
      8. New for 2018
         1. extended sessions (will count as one session)
         2. masterclass
         3. Faculty leaning community – dialoguing through difference – members are encouraged to apply
         4. Thursday Keynote Address
7. Awards (Karla)
   1. Douglas M. Trank Award for Top Paper
      1. Working Toward Responsible Research Practices: Mapping Pitfalls of Undergraduate Evidential Reasoning in the Introductory Communication Course – Ryan McGeough and C. Kyle Rudick, University of Northern Iowa.
   2. Melissa Beall Top Panel Award
      1. Creating a Legacy of Excellence: Transformative Leaders in the Basic Communication Course – Joshua Westwick, Cheri Simonds, William Seiler, Melissa Beall, Sam Wallace.
8. Secretary Election
   * 1. Nominations for Secretary
        1. David Potter – St. Gregory’s University
        2. Samantha Dunn – Illinois State University
        3. Kevin Stoller – IPFW
     2. Kevin Stoller was elected as division secretary.
9. Next year’s conference ideas (Aimee Sorenson)
   1. Josh Young- Communication has a hard skill versus soft skill.
   2. Donna Pawlowski – Creative ways for students to present in class – other than the standards that have been utilized for a great deal of time.
   3. Laura Jacobi - International GTAs in the classroom.
   4. Robbie Hall – Intersectionality between health communication and the basic course.
   5. Josh Young – scholarly seminar – readings and discussion.
   6. Kevin Stoller – Competing priorities within the basic course.
   7. Differences between assessment and good assessment- Using your assessment.
   8. Aimee Sorenson – Collaboration with campus assessment resources.
   9. Donna Pawlowski - Challenges of accreditation and the variety of educational background. Working with military. How do we adapt?
   10. Cheri Simonds - Accommodating students with different experiences.
   11. Nick Tatum – University of Kentucky – STEM section for the basic course. Teaching the course for different audiences.
   12. Short course within the sessions. Topics might include:
   * Assessment versus evaluation
   * Bring in an assessment expert.
10. Passing the gavel (Karla 🡪 Aimee)
    1. Aimee Sorenson congratulated Karla Hunter for her service and work to the unit.
11. New business (Aimee)
    1. Cheri Simonds provided an update on the 55th Annual Basic Course Director’s Conference which will focus on dialogue and discussion surrounding our challenges and successes.
    2. C. Kyle Rudick, Associate Editor of *Communication Education* discussed the call for manuscripts – specifically to the forum section. Preference given to forums that involved someone outside of traditional communication pedagogy scholarship.
12. Adjournment (Aimee)
    1. Robbie Hall made a motion to adjourn.
    2. The motion was seconded by Sandy Pensoneau-Conway.
    3. Members unanimously supported the motion.

Respectfully submitted,

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