I. Kim (Chair) call to order

II. Attendance

III. Approval of minutes from 2015

IV. Overview of the submissions process (Kim)
   a. Number of submissions – 5 discussion panels, 2 individual papers were submitted
   b. Reviewing process – only 5 reviewers
   c. Number of panels slotted – 5 discussion panels presented at CSCA this year

V. Awards (Kim)
   a. Top panel award – Foundations for learning online: Fostering immediacy in mediated environments; planner Kim Omachinski
   b. No top paper award this year

VI. New Business (Kim)
   a. CSCA 2017 – Minneapolis, MN March 15-19, 2017 – Theme is “Create”
   b. Brainstorming for possible panels and papers:
      i. addressing different populations we have in the classroom;
      ii. different methods of delivery (Saturday vs. traditional Mon-Fri) (Diana);
      iii. implications of putting up walls between students and teachers in terms of what is appropriate (Heather);
      iv. what can others learn through bridging with other departments and professors through different approaches (how can we learn from other faculty as well?) (Community College or Com Ed interest groups);
      v. move toward open resources and/or reliable sources (Heather);
      vi. creating campus community and having service learning and/or experiential learning (Heather, Diana);
      vii. Faculty and student mentoring- mentor/mentee relationship (graduate student caucus) (Heather, Kelly);
      viii. Time management in instructional communication;
      ix. Gender and sexuality of professors in the classroom (women’s caucus) (Kelly);
      x. Getting and keeping resources for the class you teach and securing funding for your program (creative budgeting) (Diana)
   c. Other ideas: schedule changes; how to separate from Communication Education; approaches to draw people in with more research
   d. How do we get more papers submitted?
VII. Nominations (Kim)
   a. Open floor for secretary and vice-chair nominations – DeAnne Priddis for vice-chair and secretary Kelly L. Adams
   b. Introductions of each candidate
   c. Nominations tally (Heather)
   d. Passing of the Chair torch to Vice-Chair

VIII. Motion to adjourn (Kim)