On Friday, November 20, the NCA Legislative Council voted to approve the petition to form a new Ethnography Division. The Division’s first meeting focused on selection of officers, programming for the 1999 annual meeting (to be held in Chicago, Illinois), the possibility of a pre-conference seminar, membership, and communication.

**Selection of Officers**

The 1998-1999 Division officers were selected by nomination and voting. They include:

**Carolyn Ellis, University of South Florida, Chair.** Carolyn will be responsible for attending Legislative Council and other NCA planning meetings, communicating with NCA officers and staff regarding the Division, and coordinating Division membership.

**Nick Trujillo, California State University, Sacramento, Vice chair.** Nick Trujillo, with the assistance of Ron Wendt, will be responsible for assembling the division’s programming for the 1999 convention, including creating the protocol for paper and panel assessment, selection of top papers, and panel composition.

**Ron Wendt, University of South Dakota, Vice chair elect.** Ron will assist with programming for the 1999 convention and will assume lead responsibility for this task for the 2000 convention.

**Stacy Holman Jones, University of Texas at Austin, Secretary.** Stacy will be responsible for compiling the minutes of the Division meeting and assembling a newsletter to be distributed to division membership during the spring/summer.

It was also decided that the method for selection of officers would be revisited at the 1999 business meeting.

**Programming for the 1999 Convention**

The call for papers will appear in the January edition of *Spectra*. The deadline for submissions will be February 15; Nick Trujillo will be organizing the Division’s programming. The discussion centered on:

♦ Techniques for ensuring the inclusion of a wide range of proposals and panels (including performance-centered events and joint sessions with the performance and other divisions)

♦ Scheduling “double” panels (panels that span two time slots) to maximize discussion time

♦ Including student papers on panels other than those dedicated exclusively to student work where possible

♦ Asking students to designate their submissions as “student papers,” but not passing on this information to reviewers

♦ Implementing fair and representative evaluation procedures for reviewers, including ranking and the designation of top papers

It was decided that the particulars of these decisions would be left to Nick as Vice chair.

**Pre-Conference Seminar**

Several ideas for continuing the pre-conference seminar series geared for Division membership were discussed. Rather than designate a single topic or coordinator(s), it was decided that members who were interested in creating seminar proposals should do so.

**Membership**

The importance of maintaining membership was also discussed. The division needs to maintain a membership of 300 in order to remain active. In addition, the Division’s budget is based on the
number of members. Attendees were reminded to join the division when renewing their NCA memberships (which means writing in the division’s name on the renewal card), and to remind others to do the same.

Communication

The possibility of creating a division email distribution list and/or listproc was discussed. Nick Trujillo volunteered to coordinate this effort. The newsletter was also discussed. It will include at least the minutes from the 1998 Division meeting and a listing of Division-sponsored programs for the 1999 convention. (This wasn’t discussed, but is there a way to post/distribute the newsletter online as well as to send out a hard copy?).