I. **Welcome** (Chair: Jillian Tullis)
   a. We started right at 2:00 with 39 people in attendance

II. Statement from David T. McMahan, Candidate for 2nd Vice President of NCA
   a. 3 goals: support & unite scholars from multiple types of institutions; connect our areas of scholarship; promote diversity & inclusivity in association; mcmahan@missouriwestern.edu

III. Old Business
   a. Approval of minutes from 2016 Business Meeting (Jillian Tullis)
      i. minutes approved
   b. Vice-Chair Elect’s report on 2017 pre-conference (Kurt Lindemann)
      i. Wednesday pre-conference (off-site)
      ii. 5 participants; Lisa Tillman helped host (thank you!!)
      iii. We might have to get more strategic with our applications for pre-conferences, as it’s not always a given
   c. Vice Chair’s report on 2017 program (Robin Boylorn)
      i. Thank everyone who served as a reviewer for the Division (including last-minute folks who stepped in to help break ties)
      ii. Thank everyone who agreed to serve as a Respondent
      iii. 20 slots for this year’s convention
         1. 31 papers/8 paper panels/ 4
         2. Impressive program this year
      iv. We have buttons!!! Ethnography – it’s a way of life!!
   d. Secretary’s report (Marianne LeGreco)

IV. New Business
   a. Call for 2018 Division Service (Jillian Tullis & Marianne LeGreco)
   b. Vice-Chair Elect’s report on 2018 Program Planner’s Meeting (Kurt Lindemann)
      i. Communication at Play is the 2018 theme
         1. Advancement of knowledge
         2. Prep for and engagement of life
         3. Play and well-being
         4. The economics of play
         5. Play as subversion
      ii. We have only 16/14 slots for next year (down from 20/18)
         1. Applied a formula based on membership in Divisions
         2. We can still co-sponsor panels
      iii. Next year will feature some new session
         1. Jam sessions and collaboratories
         2. They are listed as special programs (so we won’t lose slots)
         3. We might want to consider doing some of these
         4. NCA Cafè – conversation clusters around specific topics; participants will cycle through & table hosts will report back at the end (kind of like speed dating)
         5. Playspace – dedicated playspace for players to engage with the nature of communication & generate innovation, fun, whimsy & laughter
         6. Evening playlist – engage in creative & relaxing activities (e.g., games, musical events, song circles, poetry & writing forums)
         7. These could be some good recruitment opportunities
         8. NCA Interest Fair – should we start doing this again? Maybe
c. Report from Legislative Assembly (Shirley Drew & Jillian Tullis)
   i. Topics
      1. Mid-career scholar writing retreat (in second year)
         a. Associate Professor (only) to apply
         b. Urbana-Champaign
            i. Deadline to apply is January 19
            ii. Retreat is July 16-20
      2. Resolutions
         a. We didn’t finish talking about the resolutions
            i. Some conversations focused on social protests around our site locations for the conference (which may continue as next sites are in Salt Lake, Baltimore, and Indiana)
            ii. Non-attendance can hurt the people we are intending to help
                1. Topic came up at the teach-in that Jillian & Robyn hosted
                2. This topic may be addressed more formally through a committee about how sites are selected & how protests might be organized
   d. Elections
      i. Vice-Chair Elect
         1. Call for additional nominations from the floor (Jillian Tullis)
            a. No nominations from the floor
      2. Statements from candidates
         a. Julie-Ann Scott-Pollock
         b. Jimmie Manning
      3. Voting by written ballot (Kurt Lindemann & Marianne LeGreco)
   e. Division Awards
      i. Top Papers, including John T. Warren Top Student Paper Award (Robin Boylorn)
         1. Top Paper: Unfurling Rigor by Art Bochner; University of South Florida
         2. John T. Warren: Laura Mack; James Madison University
      ii. Best Book (Shirley Drew)
         1. Embodiment in Qualitative Research by Laura Ellingson; Santa Clara University
      iii. Best Article (Shirley Drew)
         1. In the shadow of the coal breaker by Melissa Mead; Temple University
      iv. Best Book Chapter (Shirley Drew)
         1. Communicating and navigating digitized healthcare by Jeanine Minge; CSU-Northridge and Nicole Defenbaugh; Lehigh Valley Health Network
      v. Best Aural/Visual Ethnography (Shirley Drew)
         1. A Beautiful Remedy by Lynn Harter; Ohio University & Evan Shaw
      vi. Ellis-Bochner AE/Personal Narrative Research Award (Chris Poulos)
         1. Patrick Santoro; Governor’s State University
      vii. David R. Maines Narrative Research Award (Chris Poulos)
         1. Patrick McGinty; Western Illinois University
   f. Proposed Division Bylaw Changes (Jillian Tullis) See Appendix
      i. Sarah Tracy suggested that we condense the timing for the calls (maybe all on June 1st)
      ii. Think about that for next year’s by-law changes (consolidate award dates)
      iii. Friendly amendment: all Division awards have a common due date July 1st (starting for the dissertation award in 2018; circulate by-law change for other awards to start in 2019)
         1. Check the due date/time spans for the other awards
         2. Call for reviewers for the dissertation award

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1 Vice-Chair Elect Candidates: Julie-Ann Scott-Pollock and Jimmie Manning
g. Call for 2018 Division Service (Marianne LeGreco)
h. Election Results (Jillian Tullis)
i. Julie-Ann Scott-Pollock

V. Announcements
   a. H.L. "Bud Goodall" and Nick Trujillo 'It's a Way of Life' Award in Narrative Ethnography call (Chris Poulos)
      i. Chris needs committee members
      ii. Alternating award (book then article/alternative text)
   b. Additional announcements/updates/ideas
      i. Southern Illinois University & Kaleidescope; February 15th due date; special call “Seeing ourselves”
      ii. Melissa Aleman NSF ethnographic study on maker spaces; recruiting possible MA students (get info from Melissa)

VI. Pass the gavel to 2017-2018 Chair, Robin Boylorn
APPENDIX: PROPOSED BYLAW CHANGES

For a vote: Dissertation Award & Awards Calendar Change

For discussion: 1.) Should the division host a dissertation award? 2.) If approved, should the timing of the Aural/Visual Award change to every odd year, and dissertation award to every even year?

FYI: Bylaw change procedure
Section 1. Amendments to these By-Laws may be initiated by a majority of the Executive Committee, a majority of the Division membership at a business meeting, or by a petition addressed to the Chair and signed by 25 members of the Division.

Section 2. Proposed amendments to the By-Laws are to be published/distributed in/on the Division’s newsletter/web page at least 60 days prior to the annual business meeting.

Section 3. The adoption of a proposed amendment requires a two-thirds majority vote of those present at the annual business meeting of the Division, or, if deemed timely and/or necessary by a majority of the executive committee, of those participating in an on-line vote. On-line votes will be collected in a way that protects anonymity and distributed to all members of the Division via their NCA e-mail addresses.

The following award proposal draft was reviewed by Executive Committee, sent to our Ethnography Listserv, and posted on the division website for member review.
Call for the first award to be made no later than February 1, 2018, with the first award being given November 2018. The award is granted biennially.

The Ethnography Division of the National Communication Association Dissertation Award for Excellence in Ethnographic Research in a Doctoral Dissertation

Eligibility:
- Must be a current member of the Ethnography Division of the National Communication Association
- The effective date of the degree awarded, or the completion of doctoral degree requirements and dissertation, must lie in the period of July 1, 2016 to June 30, 2018 (future eligibility dates will be based on a two year time frame, i.e., July 1, 2018 to June 30, 2020)

Eligible dissertations should represent original work and make a significant contribution to the discipline. Dissertations should use and advance ethnographic methods to investigate a communication topic. Applications for the award will be judged by the following criteria: clarity of writing; willingness to experiment with new and traditional writing forms; advocacy, promotion, development, and use of ethnographic research methods and practices in Communication Studies. Both methodological and substantive quality will be judged.

Current members of the Ethnography Division, who have successfully defended their dissertations within the past two calendar years, are eligible to apply. Receiving or being considered for other awards does not preclude a candidate from applying for this award.

Requirements:

Applications are due July 1, 2018. The award will be announced and presented at the Division’s Business Meeting during the annual National Communication Association convention.

Applicants must submit the following documents for consideration for the award:
1. A cover letter from the applicant indicating interest in the award that includes contact information (postal and e-mail), title of the dissertation, names of the supervisor/advisor/chair/co-supervisors and/or committee members (email), conferring institution, and the date of successful dissertation defense.
2. An abstract of the dissertation (not to exceed 5 double spaced pages).
3. A nomination letter from the applicant’s dissertation advisor/chair that outlines the characteristics that make the dissertation exceptional (e.g., importance of the topic, theoretical/methodological quality, analytical perspicacity, contributions to the field and literature, etc.). NOTE: Nominations letters may be sent under separate cover.
4. Title page, table of contents, and one representative chapter from the completed dissertation that best exemplifies its contribution, and the list of references.

Incomplete Award Packets will not be considered.

The award packet should be sent to:
Ethnography Division Dissertation Award, Committee Chair at Name and Email address _______________

The Dissertation Award Committee will be comprised of no less than three members of the Ethnography Division. All committee members must have had their Ph.D. for at least 5 years, with at least one Emeritus member (if possible). Committee members should recuse themselves from deliberating and voting on dissertations they advised.