

ICA 2016, Fukuoka

Communication Science & Biology Interest Group (CSaB)

<http://commscience.org>
@ICA_CSaB

Inaugural Business Meeting
Friday, June 10, 2016 - 11:00-12:15
Fukuoka Hilton, Sakura Room

Minutes

Officers confirmed unanimously per hidden ballot:

Rene Weber (Chair), University of California Santa Barbara

Emily Falk (Vice Chair), University of Pennsylvania

Allison Eden (Secretary), Michigan State University (not present)

Jason Coronel (Treasurer), The Ohio State University

Richard Huskey (Digital Media Coordinator), The Ohio State University (not present)

Number of attendees: 43

1. Welcome (Rene Weber) at 11:01am
 - a. Recognition of Founding Officers
 - b. Recall and discussion of CSaB's mission. CSaB's members overwhelmingly supported the interest group's mission. Members agreed that no further clarification or revisions are needed at this point.
 - i. Members agreed that the focus of the interest group is on Communication *Science* first which includes a biological perspective, but does not necessitate a biological component in submissions
 - ii. Concerns have been raised that ICA members may not understand this focus and misunderstand CSaB's mission
 - iii. Rene suggested to improve communication to ICA members and to make the mission and focus of CSaB clear in the upcoming conference call for 2016
 - iv. Members and officers agreed to support the communication efforts of the chair
 - c. CSaB has its own website and Twitter account (maintained by Richard Huskey): please visit <http://commscience.org> and provide input. Members of CSaB who run a lab webpage can promote their lab on the CSaB website. Postings and requests should be sent to Richard Huskey (huskey.29@osu.edu).
2. Budget and Membership Report (Jason Coronel)

- a. By the time of the business meeting we had 38 active members. (Update: after ICA this number increased to 60 members). The membership fees are currently \$3, but the interest group will receive \$5 for each member from ICA
 - b. Members agreed that ICA funds are insufficient for CSaB awards, student travel support, and other activities with benefits for its members.
 - c. The chair suggested sponsorships from individual labs listed and promoted on the CSaB website, members and lab directors present at the business meeting agreed.
 - d. The chair and members also agreed to organize a joined reception with the Information Systems Division in 2017.
 - e. The availability of monetary awards was discussed. Members could not find consensus whether one large award or three smaller monetary awards should be preferred. Due to the lack of funds at this time, this issue is not urgent yet, but will need to be discussed in near future.
 - f. The chair reminded the audience that CSaB had an unusual number of supporters for its ICA petition (235) of which many still have to become a member of the interest group. It is important to become a member as this will determine the interest group's influence at the board level and its finances.
3. By-Laws: Discussion and Approval (Rene Weber)
 - a. Discussion resulted in no further input to CSaB's bylaws (available at <http://csab.commscience.org/mission-statement/>)
 - b. CSaB's bylaws have been approved unanimously by an oral vote of its present members .
 4. Election/Confirmation of Officers (Rene Weber & Emily Falk)
 - a. The chair called for competing nominations, but no nominations (write in candidates) could be solicited.
 - b. In a hidden ballot, the present members unanimously confirmed the founding officers (see above).
 - c. The chair and vice-chair thanked CSaB members for their support and trust
 5. 2017 Paper Submissions - Conference Planning (Rene Weber)
 - a. The chair explained that the number of CSaB members will be irrelevant for the number of panels and slots at the ICA conference in 2017 as this number is - according to new ICA policies - exclusively a function of the number of submission to the interest group. The chair stated that it should be the interest group's primary focus to attract a good number of high quality submissions with a communication science background
 - b. CSaB officers and members agreed that the call should be broad and emphasize the interest group's scientific mission within ICA.
 - c. Submission and presentation formats were extensively discussed, without a final conclusion. The chair summarized a solution with the highest consensus among the present members:
 - i. Submissions should be possible in the form of extended abstracts (5 pages) and in the form of full papers
 - ii. Extended abstracts should contain preliminary data analyses which should help reviewers to evaluate whether results will be available at the time of the conference
 - iii. Extended abstracts that only contain research ideas are not appropriate for submissions
 - iv. Awards can only be given for full paper submissions

- v. Purely theoretical contributions need to be in the form of full papers
 - vi. Presentations will likely follow a high-density session format, much like is standard at other divisions (e.g. Info Systems)
 - vii. The standard panel format will be reserved for top papers and high-quality theoretical papers (see also below under “announcements”, point 10.b)
 - viii. The chair welcomes suggestions for innovative presentation formats for the 2017 conference. Important is that the presentation formats allow for critical and constructive discussions among presenters and audience
6. Report from the ICA Board Meeting (Emily Falk)
 - a. The vice-chair explained the board’s changes re panel and slot assignments (see above)
 - b. Emily also explained the new rules for the maintenance of division and interest group status. It will be important that CSaB’s membership increases in near future and that the interest group receives a good number of high-quality submissions
 7. Jean Paul Guiterrez’ announcements
 - a. JP greeted CSaB members and emphasized how exciting the mission of this new interest group is. He encouraged members and the officers to submit innovative research to him so that he can promote this research with ICA’s PR tools.
 8. Visit from ICA’s leadership
 - a. Laura Sawyer and Michael Haley visited the CSaB business meeting and welcomed its members as a new, exciting interest group within ICA. They wished us the best and reaffirmed their strong support
 - b. The chair thanked Laura and Michael for their outstanding support in the petition process
 - c. The chair mentioned that CSaB - as other divisions and interest group - hope for an increased budget in near future which will be well invested and used for ICA “grass root activities”
 - d. Laura and Michal explained that the budget of divisions and interest groups have been increased; discussions for further increases are ongoing
 9. Awards (Rene Weber)
 - a. According to CSaB’s bylaws, the interest group will have two types of awards: (1) Outstanding Contributions to Communication Science Award (in 2018 the first time, after that bi-annually); (2) Top Paper Awards (likely in 2017, but not for sure).
 - b. Due to lack of information re budget and submission numbers, no definitive decision on the number of awards could be found. This will need to be clarified with an online discussion prior to the ICA 2017 planning process
 10. Announcements from Members?
 - a. No announcements from members
 - b. The chair announced/suggested that in the future the CSaB interest group may no longer hold formal business meetings at the ICA conference. Instead, important issues will be discussed online prior to the conference, and the business meeting slot will be used for a regular panel (likely top paper or theoretical paper presentations). If after a-priori online discussions via the CSaB website voting of present members is necessary, the chair will reserve a 15 minute slot during this panel to conduct the votes.
 11. Adjourned at 12:14pm