

Bylaws of the ICA Communication History Interest Group

Article I: Name and Purpose

Section 1: Name.

The name of this group shall be the Communication History Interest Group of the International Communication Association.

Section 2: Authority.

The Communication History Interest Group exists under the authority of the Executive Committee and Board of Directors of the International Communication Association.

Section 3: Purpose.

The purpose of this Interest Group is to promote theory, research, and professional education in the history of communication. This Interest Group will bring together scholars who face similar intellectual and methodological challenges. Grouping these scholars together will strengthen the work they produce, as they benefit from the input of other scholars who share their interest in history. This Interest Group will be dedicated to the following three areas that involve the intersection of history and communication:

A) The History of Communication.

This branch of communication history involves research that concerns itself with issues in the history of communication praxis. What is commonly called media history will be a major component of this area of communication history. Much of the historical work in the field of communication addresses this set of issues.

B) The History of the Idea of Communication.

Scholars who address this issue take on one of the fundamental tasks of understanding how communication has been conceptualized, as well as how and why these conceptualizations have changed over time.

C) The History of the Field of Communication.

This subfield in communication history provides a home to those who ask questions about how the study of communication has developed. Much as other social sciences (including psychology, sociology, anthropology, and economics) feature subfields that address their own histories, the history of the field of communication allows us to engage in a reflexive dialogue concerning the strengths and weaknesses of the institution of communication studies.

Article II: Membership

Section 1: Membership Eligibility.

Any Active Member of ICA who expresses interest in, and subscribes to, the purposes of the Interest Group is eligible for membership in the Communication History Interest Group. Membership requires declaration of interest in joining the Interest Group and payment of the dues for the Interest Group when membership to ICA is initiated or renewed. The official membership roster will be maintained by ICA central administration.

Section 2: Affiliate Membership.

Any Affiliate Member of the International Communication Association who expresses interest in, and subscribes to, the purposes of the Interest Group is eligible for Affiliate Membership. Affiliate Members are not eligible to vote nor hold office.

Article III: Officers, Nominations and Elections.

Section 1: Officers and Duties.

The Interest Group has three elected officers, a Chair, Vice-Chair, and Secretary, and the Immediate Past Chair, who shall serve ex-officio. The Chair presides at the annual meeting of the Interest Group, directs the Executive Committee, and represents the on the ICA Board of Directors. The Vice-Chair coordinates the submission, review, and assignment to the program of papers, panels, and other presentations at the ICA annual conference, and will automatically become the Chair when the preceding chair retires. The Secretary is responsible for keeping notes of the annual business meeting, for keeping Interest Group records, and for carrying out the announcement of candidates and elections process. The Immediate Past Chair serves on the Executive Committee, and acts as an advisor to the Interest Group and its members.

Section 2: Executive Committee.

The officers of the Interest Group comprise an Executive Committee. The Executive Committee maintains contact and communication during the year. The Executive Committee identifies issues of interest to the Interest Group, and puts these before the Members for discussion and advice through electronic or regular mail, or at the Annual Business Meeting.

Section 3: Advisory Council

The past chairs of the Interest Group form an Advisory Council. The Advisory Council acts as a resource for the Chair and Executive Committee, who may call on Council members for information about past activities, recommendations on current practices, and advice concerning future plans of the Interest Group. Council members make their contact information available to each succeeding group of Interest Group officers and seek to stay in contact with the Interest Group membership through the routine channels of Interest Group communication.

Section 4: Other Positions

The Chair may appoint persons to fill other posts. These include (but need not be limited to) a Webmaster–Newsletter Editor, who maintains the Interest Group web page; a Membership Coordinator, who recruits new Interest Group members and works to retain active members; and one or more Nominations Coordinators, who solicit candidates for elected and appointed positions from among interested members of the Interest Group. The Interest Group announces openings for these positions at the same time and by the same channels used to announce the openings for Interest Group officers.

Section 5: Terms of Office.

The Vice Chair and Secretary shall be elected in alternate years, each for a term of two years (in accordance with the ICA Bylaws). Officers may not serve two consecutive terms in office. Terms begin on the last day of the annual ICA conference.

Section 6: Removal from Office.

Any elected officer of the Interest Group may be removed from office by the following procedure: At least one-third of the active members of the Interest Group must sign a petition to the Executive Director of ICA requesting a special election and including nominations for the office in

question. The Executive Director will arrange an extraordinary election within 60 days at the Interest Group's expense, with the challenged officer (s) included on the ballot. The result of the election becomes effective immediately.

Section 7: Elections.

The Nominations Coordinator(s) solicits as many candidates from among the active Interest Group membership as are interested in the available position(s) by February 1. The usual channels for announcing openings in the Interest Group may include an online or print newsletter, direct paper or electronic mailings, and/or any other means commonly in use. The Coordinator(s) mails a ballot containing candidate names, together with candidates' philosophical statements (of 100–200 words) regarding their relationship to communication history, to interest group members by August 1. The ICA Executive Director conducts the election and announces the results to the Membership through the usual channels.

Section 8: Resignations or Inability to Perform Duties.

In the event an elected officer resigns or is unable to perform the duties of his/her office, the remaining members of the Executive Committee, by unanimous vote, are empowered to appoint an individual to the office on an interim basis to serve out the remainder of the officer's term. If the Chair resigns or is unable to perform duties, the Vice Chair assumes the Chair's position and an interim Vice Chair is appointed.

Article IV: Committees

Section 1: Nominating Committee.

The Executive Committee is empowered to appoint a nominating committee to develop a slate of candidates for Interest Group elections. This committee will solicit nominations and self-nominations from Interest Group members, and is charged with recruiting candidates with the highest qualifications and professional standing for elections.

Section 2: Ad Hoc Committees.

The Chair is empowered to establish and appoint members of ad hoc committees to assist in the conduct of the affairs of the Communication History Interest Group.

Section 3: Association Committees.

When requested by the President of the International Communication Association, the Interest Group Chair is empowered to recommend members of the Interest Group to serve on designated Association committees.

Section 4: Term of Office.

The term of office of any appointed committee member shall not exceed the term of office of the Chair. Committee members may be reappointed when the new Chair assumes office, with their consent.

Article V: Annual Meeting and Reports

Section 1: Annual Meeting.

An annual business meeting of the Communication History Interest Group shall be held at the time and place of the annual conference of the Association. The registered Active Members of the Interest Group in attendance at the business meeting of the Interest Group shall constitute a quorum for officially conducting the business of the Interest Group.

Section 2: Agenda.

The agenda for the meeting will be composed by the Chair and will include a summary of Interest Group business for the year, a financial report summarizing Interest Group revenues and expenditures, and activity reports of officers and committees of the Interest Group. The Chair will solicit the membership of the Interest Group for agenda items. The agenda will be announced to members attending the business meeting, and when practicable, distributed to members of the Interest Group at least one week before the first day of the annual conference. Agenda items requiring action must be identified as such, and shall be discussed and presented for vote by the active members of the Interest Group in attendance at the meeting.

Section 3: Voting.

Voting at the annual meeting will occur by voice vote for items on which there is no serious division among members. A voice vote deemed inclusive by the presiding officer will be followed by a show of hands vote, counted and recorded by the Secretary. A secret ballot may be requested by a show of hands of two-thirds of the members in attendance at the meeting. The Chair will then conduct the secret ballot. The ballots will be

counted by the Secretary and Vice Chair, or by volunteers chosen from the meeting attendees by the presiding officer if one or both of these officers are not in attendance.

Article VI: Program Selections

Peer reviews shall be the basis for annual conference program development. The Vice Chair, in consultation with the other members of the Executive Committee, shall recruit qualified members of the Communication History Interest Group to review the papers/panel proposals submitted for review. In special cases requiring particular knowledge or expertise, the Vice Chair may recruit individual reviewers who are not Interest Group members.

Article VII: Awards

The Interest Group will present Top Paper awards in Communication History at the annual ICA conference. This will always include a Top Student Paper award. In addition, the Interest Group may institute additional awards for scholarly performance, with the approval of the membership. These awards and the procedures for their selection will be developed by the Executive Committee and presented to the membership for their approval.

Article VIII: By-Law Amendments

Section 1: Initiation.

Amendments to these By-Laws may be initiated by petition of any three members of the Communication History Interest Group, including the three members of the Executive Committee. Texts of revisions must be made available to the Chair of the Interest Group two months before the annual business meeting to enable their timely distribution to the membership.

Section 2: Adoption.

A two-thirds majority of those members present and voting at the annual meeting of the Interest Group shall be required for adoption of an amendment to Interest Group By-Laws.

Article IX: Parliamentary Authority

In the absence of any provision to the contrary in these By-Laws, all business meetings of the Communication History Interest Group shall be governed by the parliamentary rules and usages contained in the current edition of 'Robert's Rules of Order, Revised' as required by the official ICA Bylaws (9/89).