I. Call to Order: Chair Amy Slagell, Iowa State University

II. Approval of Minutes of 2008 Meeting (distributed via email and homepage at: http://www.public.iastate.edu/~aslagell/Basic_Course/NCA_BasicCourse_09.html)
   A. Thanks to past secretary Kevin Meyer, Illinois State University
   B. Welcome to new secretary Joseph P. Mazer, Ohio University

III. Conference Organizer Report: Vice Chair, Adam Jones, Illinois College
   A. Chicago Convention Report for the Division
   B. Presentation of Top Paper and Panel Awards

IV. Nominating Committee Report and Election: Chair Adam Earnheardt (Youngstown State University), and members: Angela Nunziata-Hosek (University of Nebraska-Lincoln), Richard Murphy (University of Nebraska-Lincoln)

V. Legislative Assembly Report: Chair, Amy Slagell, Iowa State University, Immediate Past Chair Beth M. Waggenspack, Virginia Tech, and Vice-Chair Elect, Kevin Meyer

VI. Old Business
   A. Division By-Laws small repair:
      ARTICLE VI. PROGRAM PROPOSALS, PAPERS AND AWARDS Section 4 Currently makes reference to the “Top Student Paper.” Given the proposal passed at the business meeting in San Diego, this passage should be revised to read [the change is italicized below]:

      Section 4. The Vice-Chair shall, based on the ratings and rankings of the evaluators, select three distinguished papers from those competitively submitted for awards: Top Paper, “Dr. Lawrence W. Hugenberg Top Student Paper Award in the Basic Course” and Top Panel. The Vice-Chair has the prerogative to deem no paper worthy of one or more awards that year. Awards will be given to the author(s) by the Vice-Chair at the annual business meeting.

   B. Program of Excellence Report, Beth Waggenspack
   C. Report from David Worley (Indiana State University) on Basic Communication Course Annual

VII. Vice-Chair-Elect Report: Kevin Meyer, Illinois State University
   A. Convention Plans for 2010
   B. Discussion of Possible Topics for panels for 2010
   C. Selection of reviewers

VIII. Election Results: Adam Earnheardt, Chair Nominating Committee

IX. Announcements
   A. Sign up for Basic Course listserve, contact Sam.Wallace@notes.udayton.edu
   B. Basic Course Conference, joseph.valenzano@unlv.edu, Conference Homepage: http://communicationstudies.unlv.edu/bcdc/index.html
   C. Program of Excellence Call
   D. Other

X. Adjourn