

Children, Adolescents, and Media Division Bylaws

Bylaws History

- *Approved by CAM members in general ICA election, 10/2013*
- *Monetary prizes for Top Student Paper Award and Dissertation Award updated after CAM business meeting, 05/2014*
- *Task descriptions for ICA-CAM Chair and Vice-Chair amended, Approved by CAM members in general election, 10/2017*

About the Division

The Children, Adolescents and Media (CAM) Division of ICA offers an intellectual forum for academics from all over the world who study the role of media in the lives of children and young people. It aims to facilitate the exchange of ideas among scholars of different backgrounds and disciplinary orientations, informed by a variety of theoretical and empirical approaches.

CAM aims to cover all media and technologies aimed at and/or used by children and young people: It focuses on the production, content, uses, and reception of both print and electronic media. CAM's orientation is interdisciplinary: It draws on and contributes to communication theory, but also to psychological, sociological, educational, cultural and critical theories. CAM's approach is also multi-methodological: It welcomes all theoretical and empirical studies based on quantitative, qualitative, critical and historical research methods. CAM is committed to equality and diversity, as both guiding organizing principles for the division and as scholarly commitments.

Member Rights and Duties

All CAM members are invited to submit papers and panels for the peer-reviewed annual conference presentations. The deadline for this submission is typically November 1, and guidelines are available on the division website. Members are encouraged to serve as peer reviewers for papers submitted to the division. Members may also volunteer or be invited to serve as chairs and respondents for panels at the annual conference. All members and prospective members are encouraged to attend the annual division business meeting and reception held in conjunction with the annual conference.

CAM members may send their professional news to the division Secretary for inclusion in the ICA newsletter and for posting on the CAM website. Members may also ask the Chair to circulate requests and announcements to the CAM Division listserv, although doing so occurs at the prerogative of the Chair using the criteria of the suitability and importance of the information for the CAM membership

Awards

The Children, Adolescents and Media Division presents awards at its annual business meeting.

Top Paper Awards

Typically, one “Top Paper” and one “Top Student-Led Paper” is selected from the pool of competitive paper submissions for ICA’s annual meeting. Ten papers which receive the highest numeric score from peer reviewers are sent to the CAM Awards Committee. The committee is blinded to authorship, but aware of student status. The Awards Committee selects the top papers, and the award certificates are presented at the meeting by the CAM officer in charge of the Awards Committee. In addition, the top student-led paper author(s) receive Travel Grants in the amount of \$250. Funding from CAM is matched by ICA (bringing the total for the Top Student Paper Award to \$500).

Best Article Award

The Children, Adolescents, and Media (CAM) division of ICA honors a sole or jointly authored research article published in a peer-reviewed scholarly journal which represents a significant contribution to the field. To be eligible for the award, the article must have been published within the previous two calendar years and be authored by one or more members of the CAM division. Members of the Awards Committee may nominate, but nominators (and nominees) must recuse themselves from voting on this award.

Senior Scholar Award

The Senior Scholar Award recognizes an established scholar who has made significant contributions to the development and status of scholarship in the area of children, adolescents and media. The successful nomination will have made clear, coherent, and sustained contributions to the advancement of Children, Adolescents, and Media scholarship over time. The Award is open to scholars from different backgrounds and disciplinary orientations and who are informed by a variety of theoretical and empirical approaches. The Award is open to ICA members, with preference given to those who have been ICA members for a minimum of 3 years. Membership in the CAM division is encouraged but not required. Members of the Awards Committee may nominate, but nominees cannot serve on the Awards Committee.

Top Dissertation Award

The award honors a dissertation in the Children, Adolescents, and Media (CAM) field, completed (defended) in the two calendar years preceding the nomination deadline. The award is open to ICA members. Membership in the CAM division is required. A cash award will be given in the amount of \$250. Dissertations can be nominated twice, as long as they fit the scope of the calendar period. (In other words, if a dissertation is nominated in one year and does not receive the award, it can only be nominated again one additional time.) The review committee judges each nominated dissertation on several criteria including the importance of the problem/topic it addresses, the strength of evidence it presents, and the significance of its conclusions. The committee also considers the overall contribution of the research to the field and the relationship of the submission to the mission of the division.

Division Leadership and Responsibilities

The membership of the Children, Adolescents, and Media Division is brought together for an annual business meeting as part of the annual meeting of the International Communication Association. Nominations for officers are sought at the divisional business meeting and are solicited from the entire membership by email in July/August. Elections for officers are held in conjunction with the annual ballot issued through the International Communication Association in October. The elected official begins serving at the conclusion of the following annual meeting.

In total, there are four officer positions: Chair, Vice-Chair, Secretary, and Student and Early Career Representative.

The **Chair and Vice Chair/Chair Elect** position for the Children, Adolescents, and Media Division is a four year term, consisting of two years as Vice Chair/Chair Elect followed by two years as Chair.

The **Chair** is responsible for the oversight of all matters related to the division and interfaces with ICA headquarters. The Chair serves as Program Planner in his/her first year as Chair with advisory responsibility for program planning in his/her second year as Chair. The Chair is also responsible for membership recruitment, distributes news of the division to ICA, and runs the annual business meeting. During the second year as Chair (non-planning year), s/he serves as the Awards Committee Chairperson – managing all aspects of the awards process (including committee formation, final scoring, organizing plaques/certificates, and communicating with ICA about awardees). Moreover, during the second year as Chair (non-planning year), s/he plans the CAM Research-Escalator sessions (including serving as chair for both Escalator sessions at the conference; organizing the match between mentor and mentee). Lastly, the Chair serves as a Member of the Board of the International Communication Association. After serving, he/she becomes an Immediate Past Chair and remains in advisory duties to the current Chair and other officers.

The **Vice Chair** is responsible for learning the administrative tasks of the division during his/her first year. During his/her first year (non-planning year), the Vice-Chair serves as the Awards Committee Chairperson – managing all aspects of the awards process (including committee formation, final scoring, organizing plaques/certificates, and communicating with ICA about awardees). Moreover, during this first (non-planning) year, s/he plans the CAM Research-Escalator sessions (including serving as chair for both Escalator sessions at the conference; organizing the match between mentor and mentee). During the second year as Vice Chair, s/he serves as Program Planner and in the following year becomes Chair.

The **Secretary** is elected for a two year term. The **Secretary** is responsible for maintaining the CAM website, communicating with CAM members about important CAM events/announcements, producing the monthly *CAMmer in the Spotlight* newsletter, and creating the minutes for the annual business meeting.

The **Student and Early Career Representative** is elected for a two year terms. Elected representatives must be regular students at the time of the election. This individual is responsible for representing the needs of the students and early career members of the CAM division. Tasks include interfacing with the Student and Early Career scholars Advisory Committee at ICA and sharing relevant information with student and early career members at the CAM annual business meeting and through other appropriate venues (e.g., social media groups; emails; events at ICA).

The **Program Planner** (a role filled by the Vice Chair or Chair) is responsible for updating the call for papers for ICA conference, recruiting submissions to the division, recruiting reviewers for paper and panel submissions, receiving reviews, ranking papers and panels according to reviews, contacting other divisions to seek joint sponsorship of eligible panels, and submitting these rankings and co-sponsorships to the ICA headquarters. He/she also names the Top Papers based upon recommendations of the Awards Committee and selects the CAM Panels, based upon the recommendations of the Panel Selection Committee.

Previous Officers serve an advisory role for the division. They are called upon as reviewers, as committee members, and may be copied on division business matters that come up during the year so as to retain an advisory role for currently serving officers.

There is no Treasurer, but CAM does have funds used at the discretion of the Chair and other officers, supplied by ICA headquarters and donations from members. Typically, the funds are used for plaques for top paper award winners, travel grants for top student paper, the top dissertation monetary award, and the reception that occurs at the annual meeting.

Committees

Committee members are appointed by the Chair in consultation with the Vice Chair. The appointments are designed to reflect the diversity of the division with respect to its international membership and breadth of research interests. Active members in the CAM division are recruited by the Chair and Vice Chair. As well, volunteers are solicited during the CAM business meeting at ICA's annual conference.

Panel Selection Committee: The Panel Selection Committee is a five person committee. One committee member serves as chair of the committee. Committee members serve as peer reviewers of proposed panel submissions for the annual ICA conference. Scoring of panel proposals is done online in November, using criteria suggested by the program planner and the Chair (criteria have included "interest for the Division" and "opportunity to advance internationalization of the Division"). Committee members' scores are collated by the chair, who forwards a rank-ordered list to the Program Planner by mid-December. Committee members serve two year terms.

Awards Committee: The Awards Committee is a five person committee. Four members are appointed, and the fifth – the non-program planning officer (either the Chair or the Vice Chair depending on who is conducting program planning that year)– serves as Chair. Committee members review ten "Top Paper" manuscripts in January. They also review nominations for "Senior Scholar," "Top Dissertation," and "Best Article" and make selections for these Awards by a pre-established deadline. The Awards committee may also weigh in on the establishment of new Division-level awards. Committee members serve up to two-year terms. Alternations in committee membership are permissible due to conflict-of-interests and will be handled by the Chair.