

ACJS ANNUAL BOARD MEETING

MINUTES

Date: March 15, 2022

Meeting Location: Miranda 1, Rio Hotel and Casino

Breakfast: 7:30am * Meeting: 8:00am

IN ATTENDANCE: Heather Pfeifer (President), Denise Paquette Boots (1st Vice-President), Anthony Peguero (2nd Vice-President), Cassia Spohn (Immediate Past President), Marlyn Jones (Treasurer), Erin Orrick (Secretary), Lorenzo Boyd (Trustee-At-Large), Robert Bing via phone (Trustee-At-Large), Cathy Marcum (Trustee-At-Large), Cassandra Reyes (Region 1 Trustee), Chad Posick (Region 2 Trustee), Melissa Burek (Region 3 Trustee), Brie Diamond (Region 4 Trustee), Stephanie Mizrahi (Region 5 Trustee), John Worrall (Executive Director), Letiscia Perrin (Association Manager)

GUESTS: May Delaney – incoming Secretary, Michele Bratina – incoming Region 1 Trustee, Alison Burke – incoming Region 5 Trustee.

I. Welcome and Introductions

- President Pfeifer called the meeting to order at 8:03 am PDT.

II. Review Agenda

- A motion to accept the agenda was made by Reyes and seconded by Burek.
- A motion to approve the agenda was made by Marcum and seconded by Mizrahi. The motion carried unanimously with no abstentions.

III. Approval of Mid-Year Board Meeting Minutes

- A motion to approve the mid-year minutes was made by Boyd and seconded by Reyes. The motion carried unanimously, with Orrick abstaining.
- A motion to accept all the oral reports was made by Boyd and seconded by Mizrahi. The motion carried unanimously with no abstentions.

IV. President's Report (Pfeifer)

- President Pfeifer reported to the Board on the conference preregistrations: 1326 conference preregistrations; final numbers will be available on Friday. The hotel block is at 98% capacity. President Pfeifer reported that the mobile app is up and that there will be no paper program this year. For trivia night, there are currently 90 members, 22 teams registered. The Keynote speaker will be onsite Wednesday.

DISCUSSION ITEM: How can ACJS leverage virtual events to expand engagement with our members outside of the four days of the annual meeting and increase the benefits of membership (recruiting tool)?

- The Board discussed various options to increase engagement. Synchronous virtual options are cost-prohibitive. The Board discussed the possibility of recording the keynote speeches. It was also suggested to ask the sections to organize some webinars. The Board also noted that people are getting zoom fatigue, so it may be difficult to rely on that as an option. Other ideas discussed included assessment committee virtual workshops throughout the year, sections or regions hosting brown bags, and posting recordings of keynotes/presidential addresses.

V. Program Co-Chairs Report on 2022 Annual Meeting (Porter, Summers)

- Highlights presented in Pfeifer's report

VI. 1st Vice President's Report (Paquette Boots)

- Paquette Boots reported on the work done to prepare for next year's meeting. The theme is set, and the chair of the local arrangements committee is set. She is hoping to finalize the keynote speaker by the end of the month. She updated the Board on changes to standing committee appointments. Paquette Boots reported to the Board on the status of the draft of the officers' responsibility document to provide a full library/legacy document for incoming officers. A Dropbox account for 1st and 2nd VPs has been set up to share documents. Paquette Boots discussed the plans for her travel and has delegated NW and SW conferences, and she will attend the other regionals.

TABLED ITEM: We need to fill the Deputy Chair position for the newly revised CJRA Committee. This person will move into the Chair position under Anthony Peguero as President. Six members per ACJS Policy. Consider doing this on Friday after Peter and Caitlin address the Board.

VII. 2nd Vice President's Report (Peguero)

ACTION ITEMS:

1. Approve Dr. Xia Wang (Arizona State University) as a 2024 Program Co-Chair
 - A motion to approve Dr. Xia Wang (Arizona State University) as a 2024 Program Co-Chair was made by Boots and seconded by Marcum. The motion carried, with 11 approved, no opposed, with Peguero abstaining.
2. Review/Approve Anti-Discrimination and Anti-Harassment Policy
 - Peguero thanked those on the committee for their work in drafting the policy.
 - The Board discussed the additional work that is needed, including the possibility of sanctions and how to protect the identities of those involved in the allegations. The Board discussed how this related to the ethics committee. According to Peguero, the chair of the ethics committee thinks conduct is outside the charge of the ethics committee.

- A motion to support the continued creation of an Anti-Discrimination and Anti-Harassment Policy was made by Reyes and seconded by Orrick. The motion carried with 8 in favor, no opposed, with Peguero, Mizrahi, Marcum, and Bing abstaining.
- The Board discussed if there should be a separate committee that will collaborate with the ethics committee and, if so, what the make-up of the committee should be. Spohn noted that this year there were no complaints to the ethics committee, so the workload may be minimal. The Board discussed rebranding the ethics committee to the ethics and conduct committee and if there needed to be leadership representation on the committee in order to assist with sanctions. The Board questioned if expanding ethics means the committee term should be staggered/extended. The Board discussed how conduct is defined and whether professional conduct encompasses ADAH. Boots suggested Ethics, Professional Conduct, and Equity
- A motion to rebrand the ethics committee to the “Ethics, Equity, and Professional Conduct Committee” was made by Boots and seconded by Reyes, 8 approved, 0 opposed, with Peguero, Mizrahi, Marcum, and Bing abstaining.
- A motion to add a trustee at large as a second board member to the Ethics, Equity, and Professional Conduct Committee was made by Diamond and seconded by Boyd, 8 approved, 0 opposed, with Peguero, Mizrahi, Marcum, and Bing abstaining.

DISCUSSION ITEMS:

1. Officially establishing an ADHPC committee and policy for ACJS Board Review

- ACTION ITEM for the Ad Hoc subcommittee to draft the new charge for the rebranded committee. Work with Ethics Committee chair. The EB has approved the formation of the rebranded committee. Membership will vote on the new committee and charge by midyear.

2. ASC climate at meetings Committee that involves ACJS.

- Peguero reported that ASC is releasing a climate report for harassment, and it was assumed that they would partner with ACJS to hire a 3rd party.

VIII. Immediate Past President’s Report (Spohn)

- Spohn reported on her major responsibilities. The Ethics committee had no business. The elections committee did their work expeditiously.

IX. Treasurer’s Report (Jones)

- Worrall reported on the BFA meeting. The Academy has done well through 2 cancelations.
- One of the money markets is over the limit for FDIC insurance. Waiting to see after the meeting to see if the costs will get it under the limit.

X. Secretary's Report (Orrick)

- Orrick reported on the activities voted on via email presented in her report.
- A motion to approve the officer reports, with the exception of the Treasurer's Report was made by Boyd and seconded by Reyes. The motion carried unanimously, with each officer abstaining from their individual reports.
- A motion to approve the Treasurer's Report was made by Reyes and seconded by Posick. The motion carried unanimously, with Jones abstaining.

XI. Executive Director's Report (Worrall)

- Accounting outsourcing is continuing. Audit was fine getting financials. The submission system will change to eshow. Massive plumbing leak in the national office. Directory project – University of Cincinnati has been working on the project

DISCUSSION ITEMS:

1. Should we contract with Multiview for advertisements?
 - To sell ads in ACJS Today and on the website. This could open up ads to entities other than academic programs and publishers. They wanted to push ACJS Today to be a bi-weekly newsletter.
2. Future of CJRA (funding, partnerships, committee composition, etc.)
 - A motion to go into executive session was made by Boots and seconded by Reyes. The motion carried unanimously, with no abstentions.
 - A motion to exit executive session was made by Reyes and seconded by Marcum. The motion carried unanimously, with no abstentions.
3. How long do we extend covid-related credits?
 - There have been about 5 inquiries about receiving future credits
- A motion for those who already registered for 2022 and canceled due to covid-related issues may receive a credit for the 2023 meeting, upon request, was made by Burek and seconded by Marcum. The motion carried with 12 approved, no opposed, and no abstentions.

4. Staff support in the national office.

- TABLED ITEM for Friday meeting

XII. Association Manager's Report (Perrin/Supporting Strategies)

- Perrin reported to the Board on working with the host of the website and database to update. Preregistration numbers 1326, 8 sponsors, 11 exhibitors, and 4 advertisers. Fewer than previous years, but better than expected. Tarleton State University is a Bronze sponsor. Looking toward 2023 for an increase in sponsors and exhibitors.

Workshops and tours are doing well. The marketing and branding 2023 logo has been designed. A lifetime member logo/badge was also created to attach to an email signature.

a. Membership Stats

- See report

b. Membership Stats by Region

- See report

c. Section Membership Stats

- See report

d. Accounting Reports

- Perrin reported on supporting Strategies doing bookkeeping. Perrin is focused on payroll. Most have moved electronically. Extra charges for this conference were unexpected due to Las Vegas being a union city. Need to consider union costs for future conference sites. Food and beverage costs are also up due to covid protocols.
- A motion to approve all orals reports was made by Spohn and seconded by Mizrahi. The motion carried unanimously, with no abstentions.

XIII. Committee Reports

- A motion to accept all received committee reports was made by Mizrahi and seconded by Bureck. The motion carried unanimously with no abstentions
 - a. Academic Review (Albanese)
 - Albanese has organized a roundtable for the academic review committee to inform the committee and answer questions about the change from certification to program review.
 - b. Affirmative Action (Taylor)

DISCUSSION ITEMS:

1. Proposal to Change the Structure of the Affirmative Action Committee

- Members would serve a 3-year staggered term. To benefit continuity on the committee on issues of affirmative action. Boyd informed the Board that members would cycle on and off each year without the ability to enact long-term initiatives.
- A motion to amend the report to make it an action item to approve the proposed change in the committee membership was made by Reyes and seconded by Diamond. The motion carried with 11 approved, no opposed, with Boyd abstaining.

2. Proposals related to Committee Awards

- A motion to accept the proposed change to the language of the committee awards was made by Spohn and seconded by Marcum. The motion carried with 12 approved and no oppositions, with Boyd abstaining.

c. Assessment (Gordon)

- Pfeifer commended the work of the Assessment Committee in carrying out the charge from the Board.

ACTION ITEMS:

1. Review of the process for selecting Assessment Mentors

- A motion to approve the process for selecting Assessment Mentors as outlined by the Assessment Committee was made by Reyes and seconded by Posick. The motion was approved with 11 in favor, no opposed, with Orrick and Mizrahi abstaining.

2. Review recommendations from the Video Production Subcommittee

- The Board discussed whether the videos should be open publically or should be behind the membership paywall. The Board discussed if there was a template that addresses the protection of intellectual property for videos that ACJS would publish on its Youtube channel.
- A motion to approve the Assessment Committee creating general information videos (nuts and bolts collection) via open-access video with the remainder (issues track) to be behind the paywall was made by Boots and seconded by Boyd. The motion carried with 11 in favor, 0 opposed, with Mizrahi and Orrick abstaining.

d. Awards (Gover)

- The fellow award does not have to be a member of ACJS.
- A motion to amend the Fellow awards Award criteria to make membership a requirement was Spohn and seconded by Marcum. The motion carried unanimously, with no abstentions.
 - The practioner award was intended to be awarded to a local practioner.
- A motion to amend the language for the award winner of the innovation award to be from the region in which the annual meeting is being held was made by Boyd and seconded by Bing. The motion carried with 12 in favor, 0 opposed, with Mizrahi abstaining.
 - The Board discussed if committee awards should be included in the Friday awards luncheon. Section awards are awarded during their meetings. Student affairs and National Criminal Justice Month are the only other committees that have awards. Liaisons will follow up with committees.

e. Budget, Finance, and Audit (Peguero) ***report added after 3/14 BFA meeting**

- A motion to approve Boots' 2022 – 2023 budget as presented and approved by the BFA committee was made by Peguero and seconded by Reyes. The motion carried with 11 in favor, 0 opposed, with Boots abstaining.
 - ACTION ITEM: Assistant to the ACJS President
 - Historically, the President can recruit their own assistant. Recently there has been consistency with an assistant hired by ACJS. Hours allocated were too low, and every other year there was overlap with assistants. The proposal would be to make the Assistant to the ACJS President a national office staff position.
- A motion to make the Assistant to the ACJS Presidential Line a national office staff position

was made by Peguero and seconded by Boyd. The motion carried with 11 in favor, with Boots and Peguero abstaining.

- A motion to go into executive session was made by Boots and seconded by Boyd. The motion carried unanimously, with no abstentions.
- A motion to exit executive session was made by Reyes and seconded by Boyd. The motion carried unanimously, with no abstentions.
 - ACTION ITEM: Proposal to abolish Policy 203.04
 - Proposal to abolish Policy 203.04 – line-item requiring contingency fund.
- A motion to abolish Policy 203.04 was made by Peguero and seconded by Spohn. The motion carried with 11 approved, no opposed, with Boyd abstaining.
 - ACTION ITEM: Membership and Due Structure
 - BFA recommended approval of an increase in the dues structure as presented in the BFA report.
 - The board discussed where the Academy stands in relation to other agencies and conferences.
- A motion to accept the proposed change to the membership and dues structure with the revisions to increase the Onsite nonmember registration to \$375 to reflect parity with the penalty for members for onsite registration as proposed by the BFA with the friendly amendment was made by Peguero and was seconded by Reyes. The motion carried unanimously, with no abstentions.
 - f. Committee on National Criminal Justice Month (Walker)
 - Reyes reported on her experiences as a liaison to the committee and on the good work they completed.
 - g. Constitution and By-Laws (Nolasco) *No report submitted
 - h. Crime and Justice Research Alliance (Woods)
 - i. Doctoral Summit (Button)
 - There are 50 alumni from past summits who are still actively engaged. Talking with Peregrine to sponsor the summit and work with students to develop their EQ.
 - j. Ethics (Jones-Brown) *Update included with Immediate Past President's report
 - k. Jim Ruiz Employment Exchange (Lee)
 - The first year of the standing committee has been going well.
 - l. Membership (Nadar)
 - The membership presented some interesting ideas on how to engage with members. Coordinate with ACJS Today to highlight a member. Potentially add something to the website. Utilization of social media.
 - The Board discussed establishing an ad hoc committee to assess the association's social media presence and how to leverage its presence across platforms.
- Pfeifer established an ad hoc committee to address social media. Posick will chair and

recruit members from Membership, Assessment, and Student

- Charged to look at the social media profile of the agency and leverage platforms to engage with and recruit membership. Reyes and Diamond volunteered to serve.
- m. Nominations and Elections (Spohn) *See Immediate Past President's Report
- n. Public Policy (Pelfrey) *No report submitted
- o. Student Affairs (Gibson)
 - Pfeifer proposed they draft language in their section, if there are no nominations for these awards, they identify and award funds to support student registrations. As a way to recruit students. Pfeifer will work with sections to seek section approval and draft language.
- p. ~~Teller's Committee (Spohn)~~ *No report required for Annual Board Meeting
- q. ~~Ad Hoc: Innovator Award for Practitioners (Mizrahi)~~ *Included in Awards Committee board report.
- r. Ad Hoc: Committee on History Mini Grants (Burek)
 - Peguero questioned the narrowness of the scope of the award and whether the RFPs should be revised.

ACTION ITEM: Review proposal.

- A motion to approve funding the proposal was made by Boots and seconded by Peguero. The motion failed with 1 in favor, 10 opposed, with Burek abstaining.
- A motion to approve funding the proposal recommended at \$2000 with revision based on scope and budget was made by Boyd with no second. The motion failed.
 - The board discussed the merits of the selected proposal. The board discussed the revision of the award and RFP based on the needs of the Board if there is an issue of note. The Board discussed if there is value in continuing to offer this grant and the history of the grant.
- A motion to discontinue the History Mini Grant and abolish the History Mini Grant committee was made by Spohn and seconded by Boots. The motion carried with 12 in favor, no opposed, with Burek abstaining.
 - s. Ad Hoc: Sage Professional Development Workshop (Payne)
 - Workshop kicks off this evening with 74 participants
 - t. Ad Hoc: NGO Representative to United Nations and Alternate NGO Representative (Reichel and Zabyelina)

ACTION ITEM: Request board review retention of the NGO Representative and Alternate Representative as directed in Policy 101.07, which requires the ACJS Executive Board to "determine whether each representative should remain in his/her position for the next year."

- A motion to approve the retention of the NGO Representative and Alternate Representative as directed in Policy 101.07 was made by Boyd and seconded by Reyes. The motion carried unanimously, with no abstentions.

- A motion was made to approve all committee reports was made by Burek and seconded by Marcum. The motion carried unanimously, with Board members abstaining from their respective reports.

XIV. Region Reports

- A motion to accept all region reports was made by Jones and seconded by Boyd. The motion carried unanimously with no abstentions.
 - a. REGION 1 - Northeastern (Reyes)
 - Social at Tommy Rockers on 3/17 from 5 – 7 pm
 - b. REGION 2 - Southern (Posick)
 - SCJ Reception tomorrow 8:30 -10pm at Tommy Rockers. 50th-anniversary conference coming up in Asheville, NC
 - c. REGION 3 - Midwest (Burek)
 - Meeting went well. The next meeting is 9/22-23 in Chicago at the Hilton Garden Inn
 - d. REGION 4 - Southwest (Diamond)
 - October 2021 conference was canceled. Planning to hold the next conference in Austin. Working on sorting out tax issues. Elected new members.
 - e. REGION 5 - Western (Mizrahi)
 - Have not held the last two meetings, but planning the October 12 – 14th meeting in Reno in 2022 and 2024. Will likely be in Spokane in 2023. Looking at Hawaii for 2027 for their 50th anniversary
- A motion was made to approve all region reports was made by Burek and seconded by Diamond. The motion carried unanimously, with respective regional trustees abstaining from their reports.

XV. Section Reports **ACTION ITEM for all Sections:** 2022-2023 Section Budgets

- A motion was made to accept all section reports was made by Posick and seconded by Mizrahi. The motion carried unanimously with XXXX abstaining.
 - New accounting firm is working to standardize how sections report their budgets.
 - a. Community College (Nobel)
 - b. Corrections (Matz)
 - c. Critical Criminal Justice (Coates)
 - d. Law and Public Policy (Garrison)
 - e. International (Zabyelina)
 - f. Juvenile Justice and Delinquency (Morris-Francis)
 - g. Minorities and Women (Cabbage)
 - h. Police (Rush)

- i. Restorative and Community Justice (Holler)
- j. Security and Crime Prevention (Lim)
- k. Victimology (Wright)
- l. Teaching, Learning, and Scholarship (Arthurs)
- m. Drugs and Alcohol Research (Miller)
- Boots commended the work of critical crim and minorities and women.
- A motion was made to approve the budgets for all sections was made by Boyd and seconded by Burek. The motion carried unanimously with no abstentions.
- A motion was made to approve all section reports was made by Peguero and seconded by Boots. The motion carried unanimously with no abstentions.

XVI. Editor Reports

- A motion was made to accept all editor reports was made by Orrick and seconded by Mizrahi.
 - a. ACJS Today (Powers)
 - Pfeifer commended the work that Dr. Powers has put into ACJS Today
 - b. Justice Quarterly (Krohn, Fox)
 - There will be a change of about 5 people on the editorial board. There will be an email vote in September.
 - c. Journal of Criminal Justice Education (Gabbidon)
 - d. Justice Evaluation Journal (Piquero)
 - e. Taylor & Francis (Fernholz)
 - Jackie from T&F joined the meeting and reported on how journal use and revenue have held up with covid. The circulation is in line with expectations, and subscriptions are trending higher than average. A portfolio manager that oversees CJ journals. The main point of contact for journal editors and the board for anything administrative.
- A motion was made to approve all editor reports was made by Jones and seconded by Bing. The motion carried unanimously, with no abstentions.

XVII. Old Business from Mid-Year Board Meeting, October 2, 2021

- a. **TABLED/UPDATE:** Changing the name of the Affirmative Action Student Scholarship Mini-Grant Travel Awards to Student Scholarship Mini-Grant Travel Awards for People of Color and Women.
- A motion to approve changing the name of the Affirmative Action Student Scholarship Mini-Grant Travel Awards to Student Scholarship Mini-Grant Travel Awards for People of Color and Women was made by Reyes and seconded by Burek. The motion carried with 11 in favor, 0 opposed, with Boyd abstaining.

b. **TABLED ITEM:**

Separate funding for the Women & Minorities awards from the Affirmative Action Fund by establishing a standing Women & Minorities Committee with funding allocated for awards under Policy 307.3 & 307.5.

- All awards funded through the Affirmative Action Committee Fund be the responsibility of the Affirmative Action Committee, with the AAC Chair responsible for reporting to the AAC.
- The Minorities and Women Section Chair be named as a subcommittee chair of the AAC to carry out Policy 307.3 & 307.5 and report directly to the Board.

ACTION ITEM: The Board requested specific language to vote on concerning each request.

- c. Should the eligibility criteria for the Academy CJ agency or non-profit organization leadership and innovation award mirror the individual innovation award to be limited to someone from the region in which the annual meeting will be held? To promote attendance at the annual meeting.
- It needs to be added to the awards slate and have a committee staffed and included in the call for the award.
 - A motion to revise the language of the Academy CJ agency or non-profit organization leadership and innovation award to mirror the individual award was made by Reyes and seconded by Jones. The motion passed with 12 in favor, 0 opposed, and no abstentions.

XVIII. New Business

a. Ad-Hoc Mentor Proposal by Stephanie Mizrahi

- Mizrahi updated the board on the background and purpose of the mentoring proposal to form a two-year ad hoc committee on mentoring. Outreach for representation to be inclusive of scholars of color. Within the committee, determine what the goals are.
- The board is supportive of the development of this ad hoc committee and its purpose.
- Pfeifer supports the creation of the ad hoc committee as proposed. Pfeifer appointed Mizrahi as chair of the ad hoc committee. Board liaison will be Pfeifer.

XVIX. Adjourn

- A motion was made to adjourn the meeting at 2:52 pm by Boyd and seconded by Reyes. The motion carried unanimously, with no abstentions.