

**ACJS 2023-2024 ENDYEAR BOARD MEETING**  
**Minutes**

Tuesday, March 19, 2024  
8:00am CST

**IN ATTENDANCE:** Anthony Peguero (President), Bitna Kim (1<sup>st</sup> Vice-President), Stephanie Mizrahi (2<sup>nd</sup> Vice-President), Denise Paquette Boots (Immediate Past President), Leah Daigle (Treasurer), Aimée “May” Delaney (Secretary), Melissa Burek (Trustee-At-Large), Robert Bing (Trustee-At-Large), Jodi Lane (Trustee-At-Large), Michele P. Bratina (Region 1 Trustee), Ming-Li Hsieh (Region 3 Trustee), Brie Diamond (Region 4 Trustee), Alison Burke (Region 5 Trustee), John Worrall (Executive Director), Letiscia Perrin (Association Manager), David Myers (incoming 2<sup>nd</sup> vice president), Cassandra Reyes (incoming Trustee-At-Large)

**ABSENT:** John Stogner (Region 2 Trustee)

- I. Welcome, Congratulations to New Board Members/Introductions
- President Peguero called the meeting to order at 8:12am CST.
  - Peguero thanked everyone for their support and encouragement over the years. He shared that Board members, present and past, are supportive and willing to assist as needed.
  - Introductions of incoming Board members and self-introductions of all members. Stogner appreciated, though unable to attend at this time.

- II. Review Agenda
- A motion to approve the agenda was made by Burek and seconded by Mizrahi. The motion carried unanimously with no abstentions.

- III. Approval of mid-year meeting minutes
- A motion to approve the minutes was made by Burke and seconded by Bratina. The motion carried unanimously with Delaney abstaining.

A motion to accept all Officer reports was made by Boots and seconded by Diamond. The motion carried with each officer abstaining from their respective report.

- IV. President’s Report (Peguero)
- Peguero expressed appreciation to Diamond and Bratina for representing him at regional meetings and his program team. He has been very busy representing ACJS at various conferences and meeting around the world. Peguero expressed gratitude to Delaney for support in Presidential duties. He expressed gratitude to Worrall, Perrin, Singh, Kim, and Paquette Boots.
  - Peguero highlighted a few items from report:
    - Presidential reception on Friday (by invite).
    - There have been some cancellations.

- There was discussion about a proposal for Templates for Board Reports. Kudos given to Burek and Diamond for work on this. Request to add a template for the “Sections” and for line to be added to this “Section” report template for budgets. There was a request for a line to be added to the “Regional” report template for membership numbers. There was a request for a line to added to the “Editor” report template for 1) the number of manuscripts waiting re-submission under a revise and resubmit and 2) accepted pending assignment to journal issue. There was discussion about potential creating similar templates for award committees. See Appendix A for sample templates.

**ACTION ITEM:** Burek and Peguero to make the following changes to the templates:

- add a template for the “Sections” report template.
- add a line to this “Section” report template for budgets.
- add a line to the “Regional” report template for membership numbers.
- add a line to the “Editor” report template for
  - 1) the number of manuscripts waiting re-submission under a revise and resubmit,
  - 2) accepted pending assignment to journal issue, and
  - 3) and any other types of submissions.

**ACTION ITEM:** Peguero and Kim to consult with all journal editors regarding the proposed template for “Editors.”

**ACTION ITEM:** Lane to review “Editors” report template to provide review assistance before the templates will be reviewed for potential approval.

**TABLED:** Approval of the proposed templates will be reviewed via email or at mid-year meeting.

- There was discussion about the newly created policy and structure for Employment Exchange Committee. There was a question about the number of people serving on this committee. A friendly amendment was made to the proposed By-Law language (Part 2) to have the policy reflect a minimum of 5 committee members serving on the committee. See Appendix B for proposed policy language. There was also discussion to replace the first portion of the 3<sup>rd</sup> sentence of Part 2 to “The 1<sup>st</sup> Vice President, in consultation with the Employment Exchange committee chair, shall appoint a minimum of 5 members to serve on the committee during their presidential year but may appoint as many members as needed to fulfill the Committee’s responsibility;”

A motion to approve the proposed policy language for the Employment Exchange, with the amendment to replace the first portion of the 3<sup>rd</sup> sentence of Part 2 to “The 1<sup>st</sup> Vice President, in consultation with the Employment Exchange committee chair, shall appoint a minimum of 5 members to serve on the committee during their presidential year but may appoint as many members as needed to fulfill the Committee’s responsibility;”, was made by Burek and seconded by Diamond. The motion carried unanimously with Boots abstaining.

**ACTION ITEM:** Peguero will inform the Employment Exchange Committee Chair that the Board approved the policy language with an amendment.

**ACTION ITEM:** Worrall to change policy 311.01 to add the approved policy language with amendment for the Employment Exchange:

replace the first portion of the 3<sup>rd</sup> sentence of Part 2 to “The 1<sup>st</sup> Vice President, in consultation with the Employment Exchange committee chair, shall appoint a minimum of 5 members to serve on the committee during their presidential year but may appoint as many members as needed to fulfill the Committee’s responsibility;” Attached is the proposed policy

- There was a discussion about the newly created policy and standing committee structure for Doctoral Summit Committee. See Appendix C for wording of proposed policy. There was concern raised about the proposed language being inconsistent with the current policy language for other standing committees. There was a suggestion for Peguero, Kim, and Worrall to work with the chair of the Doctoral Summit Committee to alter the proposed language to make the language consistent with all other standing committee policy language. There was discussion about how the Doctoral Summit omits attendance of students from some schools, due to not having doctoral programs, and this may impact equity and future membership; however, the value of the Doctoral Summit as a unique offering by ACJS offsets any such appearance.

**ACTION ITEM:** Peguero, Kim, and Worrall to work with Doctoral Summit Committee chair to alter language for proposed policy language. Attached is the proposed policy.

**TABLED:** The Board will discuss and approve the proposed policy language of the Doctoral Summit Committee after revisions if the Committee resubmits for the mid-year meeting.

- There was discussion about the future of the Doctoral Summit and this standing committee. There was discussion about how the change to a standing committee would change the autonomy of this committee (no committee has full autonomy from Board review). There was concern raised about the continuity of this committee should current members leave the committee. There was concern about the financials of this committee. There was discussion about funding provided to this committee versus whether or not others committees receive funding (no other committee receives the same level of financial support/funding). There was discussion of the future of the Doctoral Summit, and particularly in terms of financial support by ACJS. There was discussion about how Doctoral Summit omits some schools, due to not having doctoral programs, and this may impact equity and future membership. There was concern about transparency surrounding the Doctoral Summit and overall operations, particularly with continuity (e.g., how will this program operate if the current Committee members were no longer available). There was a suggestion for the Doctoral Committee to reach out to the national association of doctoral programs.
- There was a discussion about the need for a more broad discussion about the funding of the standing committees in general. It was suggested that this be on the agenda for a future meeting (this is not on the current agenda).
- There was a discussion about the NIJ grant associated with the Doctoral Summit. No monies were provided to ACJS directly (e.g., overhead costs) and concerns

were raised about this. There was concern about transparency surrounding this grant (e.g., What was the money awarded for? How was/will be the money be spent? How long is the grant?). There was concern raised about the overall costs of the Doctoral Summit and operations. There was discussion about possible ways for ACJS to reduce funding over time, and for the committee to seek self-sustaining opportunities. There was also concern about the continuity of the Doctoral Summit.

There was a suggestion to have a conversation with the Doctoral Summit Committee chair about reviewing the specifics of the Doctoral Summit in terms of policy, financials, etc. There was a suggestion to allow at least a one-year grace period to allow continued funding and provide the Committee the opportunity to seek resources and changes for a self-sustaining committee.

**TABLED:** The future of the Doctoral Summit as a standing Committee will be discussed further at mid-year, to provide the opportunity for the Committee to clarify future direction of Doctoral Summit.

**ACTION ITEM:** Peguero to report back the status of his and Kim's conversation with the Doctoral Summit Committee chair about the future of ACJS financial support of Doctoral Summit at the March 22 Board meeting. Peguero to advise the Doctoral Summit Committee chair that the Committee needs to change proposed policy language to be more consistent with other ACJS standing committees, to present the Committee's budget, and to produce the NIJ grant for Board review.

- There was a discussion about the proposal for new W.E.B. DuBois Award. See Appendix D for wording of proposed policy. There was discussion about the proposed name of this award, and specifically to have the award named after a prominent ACJS members with an influential body of work on the study of minorities. There was a suggestion of an Ad Hoc Committee to further explore this idea. Peguero appointed the following members to the Ad Hoc Committee to review proposed policy language and make suggestions of name: Bing will chair this committee with Joseph, Gabbidon, and Bratina serving as members.

**TABLED:** this item will be discussed at mid-year when committee revises policy language, and look into potential names for award after ACJS . Use policy manual template for awards.

- There was a discussion about a proposal to expand the ACJS Assistant-to-the-President to a full-time position. Per the BFA decision at the March 18 meeting, this position will not be funded so the discussion is moot. The BFA had proposed for a full time assistant at national office in the revised 2024 budget instead. Singh, the current ACJS Assistant-to-the-President, has been asked for written clarification of the hours he is working and how time is being spent. There was discussion of granting Singh a token pay raise in appreciation of his dedicated work. Singh is current paid \$20/hour for 30 hours per week. There was a suggestion for the re-allocation of hours seasonally based on the President's schedule. There was a suggestion for the president to create a calendar for the assistant to guide how to use hours.

A motion to approve the pay raise to \$22.00 for Singh, ACJS Assistant to President, was made by Boots and seconded by Mizrahi. The motion carried unanimously with

no abstentions.

**ACTION ITEM:** Perrin to revise contract for ACJS Assistant to the President to reflect his pay increase.

- V. Program Chairs Report on 2024 Annual Meeting (McCoy, Iwama, Campie)
- Peguero advised that the committee express their gratitude to Worrall, Perrin, and Singh. Special thanks to Perrin and Mizrahi with working with new online system eShow.

- VI. 1<sup>st</sup> Vice President's Report (Kim)
- Kim expressed gratitude to all past and presidents, as well as her program co-chairs.
  - She summarized her written report. She asked for Mizrahi's program co-chairs and Perrin to attend her committee meeting on Thursday. She advised that the committee spends a significant amount of time interacting with membership, particularly related to committee membership, inclusive of determining who is current on fees. The only committee she needs to fulfill is the Ethics Committee.
  - There was discussion about Policy 101.01.II.C and the feasibility of the 1st VP meeting with all Standing Committees during the Annual Meeting due to scheduling conflicts. There was a suggestion to change the wording of the policy to add "when possible" or "as needed" or "at their discretion" regarding the need for the 1<sup>st</sup> VP to attend all standing committee chairs at the annual meeting.

A motion to approve changes to Policy 101.01.II.C adding "at their discretion" at the end was made by Boots and seconded by Burke. The motion carried unanimously with Kim abstaining.

**ACTION ITEM:** Worrall to change Policy 101.01.II.C, by adding "at their discretion" at the end of this section of the policy.

- There was discussion about the reasoning for the composition of the Mentoring Committee composition. There was a request for approval of Mentoring Committee Members:
  - o Judith Harris, University of Houston-Downtown, Chair
  - o Rashaan DeShay, Texas Christian University, Deputy Chair
  - o Assistant Deputy Chair, TBD (David Myers' appointments)
  - o Chunrye Kim, Saint Joseph's University.
  - o Dr. Veronyka James, Office of County Administration, Harris County, Texas.
  - o John Sloan, University of Alabama at Birmingham
  - o Seth Fallik, Florida Atlantic University
  - o Janice Joseph, ACJS past president, Stockton University, New Jersey (this was accidentally omitted from the report and verbally added at the meeting)

A motion to approve the Mentoring Committee Members was made by Bratina and seconded by Diamond. The motion carried unanimously with Kim and Mizrahi abstaining.

**ACTION ITEM:** Kim and Mizrahi to inform Mentoring Committee members of their approved appointment.

- There was discussion about the proposal for the Academic Leadership Development Summit to be held at the 2025 annual meeting. The following will be members of the ad hoc advisory group:
  - Joseph Schafer, Arizona State University (chair)
  - Bitna Kim, Sam Houston State University (2024-2025 ACJS President)
  - Robert Brown, University of Maryland Eastern Shore
  - Breanne Pleggenkuhle, Southern Illinois University Carbondale
  - Melissa Burek, Bowling Green State University
  - Lisa Bostaph, Boise State University

A motion to establish an Academic Leadership Development Summit in 2025 was made by Bratina and seconded by Hsieh. The motion carried unanimously with Kim abstaining.

VII. 2<sup>nd</sup> Vice President's Report (Mizrahi)

- Mizrahi provided a verbal summary of her report, and advised all that her program committee is scheduled to meet, informally, during the current annual meeting.
- She discussed her theme, "*Crises Across the Justice Landscape: The Nexus of Governance and Responsibility in Criminal Justice*" in more detail, including the infusion of crises across sections. She advised that she will be working on completing appointments for topic chairs this summer.
- She will report more at mid-year about the international reach of ACJS at mid-year after she attends more international conferences/meetings and engages in more conversations with international networks/partners.

VIII. Immediate Past President's Report (Paquette Boots)

- Boots provided a verbal summary of her report.
- She thanked all members of her Tellers Committee for their expedient responses in the run-off election process.
- She thanked Kim for her work on their article.
- Boots thanked all for their support over the past 4 years, and particularly Peguero.

IX. Treasurer's Report (Daigle)

- Daigle provided a verbal summary of report.
- She explained the process of approval for any expenditure over \$75.00, which is requiring review.
- She advised that ACJS is financially thriving that off set the loses from annual meeting conferences.

X. Secretary's Report (Delaney)

- Delaney provided 2 updates to the report regarding the ACJS Today Editor search: The due date for applications was extended to April 26, 2024 to

ensure adequate pool of candidates, and the expected recommendation for a new Editor will be late May/early June 2024.

- She thanked Perrin and Worrall for their support in this search.

A motion to approve all Officer reports was made by Boots and seconded by Lane. The motion carried unanimously, with each Board member abstaining from approving their respective report.

A motion to accept ACJS staff reports was made by Burek and seconded by Diamond. The motion carried unanimously with no abstentions.

XI. Executive Director's Report (Worrall)

- Worrall provided a verbally summary of his report.
- There was discussion on changes to the Journal Editor reporting requirements (Policy 700.02). Worrall will review proposed "Editor" report template and current ACJS policy language with T&F before discussing this item with the Board. He requested the discussion be tabled at this time.

**TABLED:** Potential changes to the Journal Editor reporting requirements (Policy 700.02) will be discussed at the mid-year meeting after Worrall has opportunity to review proposed "Editor" report template and current ACJS policy language with T&F

**ACTION ITEM:** Worrall to meet with T&F representatives to review the proposed "Editor" report template and the current ACJS policy language surrounding expectations of Editors to ensure these proposals are not onerous.

- Updates from February 2024 report: ACJS is being audited by IRS. Worrall signed over power of attorney to ACJS contracted accountants to represent ACJS during this process. The cost is currently \$10,000.
- Worrall advised that he worked with Perrin make all changes to policy. He thanked Delaney for detailed minutes and notes about action items.
- The Board reviewed the ACJS Directory Project on the ACJS website and Worrall announced the session at the annual meeting in which the project will be reviewed.
- He provided an update on ACJS advertising with the non-profit MegaPhone. He noted that approval was previously granted and there are some returns already for the initial \$7,000 investment (in February 2024, ACJS recovered \$4000). The Board reviewed the advertisement online. Worrall praised the work on this item.
- He advised about the travel necessary to vet future annual meeting locations, and provided an update on future locations:
  - 2025, 2029 - Denver (contracted)
  - 2030, 2034 - convention center, Portland (LOI). ACJS is still reviewing the contract with the Hyatt (across the street from the convention center). He explained that ACJS begins the process with a letter of intent, then reviews the contract; once there is a signed contract with the convention center, then ACJS will contract with the hotel.
  - 2031 – fully executed contract with Gault House in Louisville KY

2032 – Riverside Hilton in New Orleans  
2033 – TBD.

- Worrall announced future annual meeting locations are a work in progress and is looking for suggestions for future locations. There was a question about Salt Lake City. He is Perrin advised that the costs associated with this location are outside the budget. Worrall advised there is a potential of limited annual meeting locations in the future, due to expanding future costs of hotels and the location specific incidentals.
- Worrall to send Board members the email from the Social Media Manager Melissa Swauncy updating the Board on her events. (Note: completed during this meeting). He is looking for feedback on her performance if anyone has any feedback. In general, it was suggested that she attend all major events.
- There was discussion on recognizing ACJS Endorsed Programs at the Annual Meeting. He advised that a member of ACJS wanted to know if Endorsed CJ programs will be recognized at the annual meeting, because this member's program was endorsed. There was a suggestion for a power point slide to list all endorsed programs at annual awards luncheon.

**ACTION ITEM:** Perrin will obtain information on all ACJS endorsed CJ program from ACJS website (names and school logos), and add this as an individual power point for the awards ceremony presentation. Perrin will send the updated power point to Porter, who is coordinating this awards ceremony presentation power point.

**ACTION ITEM:** Kim will need to add the ACJS endorsed CJ programs to her presidential awards ceremony presentation power point.

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

- Perrin provided an oral overview/summary of her report.
- She advised that membership numbers increased since report. She advised this is normal, as membership renewals and additions occur throughout year.
- She highlighted the need for a new online membership renewal system and the reasons (as outlined in the report).

A motion to approve the ACJS Executive Director and Manager's report was made by Burke and seconded by Burek. The motion carried unanimously with no abstentions.

Lunch break occurred at 11:45 am CST. The meeting re-commenced at 12:35pm CST.

A motion to accept all submitted Committee reports was made by Bratina and seconded by Bing. The motion carried with each Board member abstaining from the committee in which they serve as liaison.

## XIII. Committee Reports

### a. Academic Review (Joseph)

- Mizrahi offered verbal summary of report.

- There was concern raised about marketing the endorsement of the program. There was also discussion of producing videos/interviews. It was suggested that the social media manager might assist with marketing on social media and creating recorded interviews online. There was a suggestion that Perrin add an item to the website banner drawing attention to the ACJS endorsed programs webpage. It was also suggested that the committee submit a proposal with a budget for any requests of marketing. There was caution surrounding requests for funding, particularly when there are available resources free of cost.

**ACTION ITEM:** Myers to discuss with the Academic Review committee options for no costs means of marketing currently available to ACJS, including but not limited to utilizing the ACJS social media manager to assist with marketing on social media and creating recorded interviews online, and Perrin adding an item to the website banner drawing attention to the ACJS endorsed programs webpage. Further, Myers will advise the committee to submit a proposal with a budget for any requests specific to marketing if the committee is making such a request, with a caution of being judicious surrounding financial requests.

- There was discussion on the proposal for a new Policy: ARC committee members, who are not already trained, must receive their training by the end of their first year on the committee.

A motion to approve this new ACJS policy for the ARC was made by Diamond and seconded by Burek. The motion carried unanimously with Boots and Mizrahi abstaining.

**ACTION ITEM:** Mizrahi to inform ARC chair that the new ARC policy was approved.

b. Affirmative Action (Lucas) – no report provided.

c. Assessment (Dodson)

- There was discussion on the committee’s request that the Board 1. help secure resources for creating the interactive assessment videos for 2025 and 2. locate funding/sponsorship for the ACJS Pre-Conference Workshops for 2025. The Board already addressed these requests in the past, directly to Dodson, most recently at the 2023-2024 mid-year meeting: the Assessment Committee was responsible for securing these resources, not the Board, and that the Assessment Committee was responsible for securing funding if desired.

1) A motion to approve ACJS securing resources for creating the interactive assessment videos for 2025 was made by Delaney and seconded by Boots. The motion was rejected unanimously with no abstentions.

2) A motion to approve ACJS locating funding/sponsorship for the ACJS Pre-Conference Workshops for 2025 was made by Delaney and seconded by Boots. The motion was rejected unanimously with no abstentions.

**ACTION ITEM:** Stogner to advise the committee chair, again, that these requests were discussed previously by the Board and the Board empowers to the

committee to 1. seek out institutional resources to assist with creating these videos and 2. seek out funding sources for the workshop if they have expenses.

d. Awards (Armstrong)

e. Budget, Finance, and Audit (Mizrahi)

- Mizrahi verbally reviewed the 2024 Budget/2025 Annual Meeting Budget, as outlined in the report sent March 18<sup>th</sup>. It was noted that the budget was changed from a fiscal year to a calendar year to reflect the membership calendar, and the impact of this on current budgets. However, most ACJS expenses are fixed costs. It was also noted that presidential and annual meeting funding are planned at least one year in advance.
- Worrall will make suggestions moving forward to change the annual budget to prevent redundancy. This will be proposed at the mid-year meeting.
- There was discussion about the need for additional staff, given the work load for the Association Manager expanding. The person hired as a part-time national office staff is no longer employed with ACJS. The new proposed position would not be a completely new cost, but rather an expansion of the part-time position. Perrin added that she needs to hire an individual to perform specific tasks to sustain and grow the organization, particularly with the requests made by ACJS committees.

A motion to approve the hiring of a second full-time position at the national office, as Association Assistant Manager, was made by Bing and seconded by Burek. The motion carried unanimously with no abstentions.

A motion to approve the 2024 revised budget was made by Bratina and seconded by Diamond. The motion carried unanimously with Kim and Mizrahi abstaining.

f. Committee on National Criminal Justice Month (Gover)

- Burek provided a verbal summary of the report.

g. Constitutional and By-Laws (Miller) – no report provided

- There was discussion about the section not submitting a report for the second time.

h. Doctoral Summit (Pfeifer)

i. Ethics, Equity, and Professional Conduct (May)

- Boots provided verbal summary of report.
- There was discussion about how the chair is chosen for this committee and the composition of the committee, as per policy. It was noted that the ACJS contracted attorney has reviewed this policy and approved the language.

j. Employment Exchange (Lee)

- Burek provided a verbal summary of report, and added information about her communications with the committee surrounding Board decisions regarding

this committee. The committee expressed gratitude toward the Board affirming this committee as a standing committee.

k. Membership (Dmello)

- Bratina provided a verbal summary of the report.
- There was discussion on the committee's recommendation to revise ACJS language regarding student one-year memberships - free dues. Perrin already updated the ACJS website to change "Doctoral" student to graduate student for 1-year complementary membership. Worrall advised that ACJS policy 200.04 already employs the proposed language. There was discussion about the distinction: PhD students receive a free one-year membership whereas Master's students must attend the annual meeting to receive the free one year membership.

A motion to approve the 2024 revised budget was made by Bratina and seconded by Diamond. The motion carried with 11 in favor, 2 dissenting, and no abstentions.

**ACTION ITEM:** Worrall to change policy on ACJS policy 200.04 to replace "Doctoral" student with graduate student.

**ACTION ITEM:** Bratina to inform the Membership Committee chair that the Board voted to change the policy language from Doctoral student to Graduate student.

l. Nominations and Elections (Paquette Boots) **\*See Immediate Past President's Report**

m. Public Policy (Merlo)

- There was discussion on the committee's proposal for ACJS to solicit prospective Policy Experts via ACJS Today, the ACJS website, and through e-mail announcements/invitations for:
  - AI and Crime
  - Cybercrime
  - Cyber-bullying
  - Immigration and Crimmigration

Worrall advised that the committee needs to review their request for redundancy in the wording of these proposed categories, as several categories are already listed within current policy.

**ACTION ITEM:** Bing to advise the Public Policy Committee chair that the proposal needs to be revised after first reviewing the current list of expert areas to ensure no overlap then to advise the Board of expert areas are uniquely new. Further, the committee needs to craft language for a submission to ACJS Today and send this submission directly to the ACJS Today editor. And finally, the committee needs to send a request to update the website to Perrin listing the current chair of the committee accurately.

n. Student Affairs (Taylor)

- Hsieh provided verbal summary of report.
- There was discussion about having "Student" only tab on the website, to

easily provide resources to students. Perrin advised that she communicated to the Student Affairs committee that if the language is provided, then she can add this to the website. There was no formal request for an action item.

**ACTION ITEM:** Kim to discuss with incoming Student Affairs Committee chair that the website can be updated with a students' only tab if the committee send a request to Perrin listing the specific information to be included.

o. Teller's Committee (Paquette Boots) \***See Immediate Past President's Report**

p. Ad Hoc: Sage Professional Development Workshop (Rennison)

q. Ad Hoc: NGO Representative to United Nations and Alternate NGO Representative (Reichel and Zabyelina)

- There was a review of Yuliya Zabyelina serving as the next ACJS NGO Representative to the United Nations. Worrall has requested Reichel and Zabyelina to attend the Board meeting March 22 to introduce themselves and answer any questions from the Board.

A motion to approve Zabyelina as the next ACJS NGO Representative to the United Nations was made by Boots and seconded by Burek. The motion carried unanimously with no abstentions.

**ACTION ITEM:** Bratina to advise Reichel and Zabyelina that Zabyelina has been approved as the next ACJS NGO Representative to the United Nations.

- Peguero requested the second action item, for the Board to approve the NGO Representative (1) identifying 3-4 people additional people to serve on the NGO Alternate Representative Recommendation Committee, (2) preparing and submitting to appropriate outlets a call for applications for these positions, and (3) have a recommendation ready as an Action Item for the Board's Mid-Year meeting, be tabled to the March 22 meeting after Reichel and Zabyelina present at the Board meeting. See Appendix E for a draft of the proposed Call for Applications.

**TABLED:** the Board approving the NGO Representative (1) identifying 3-4 people additional people to serve on the NGO Alternate Representative Recommendation Committee, (2) preparing and submitting to appropriate outlets a call for applications for these positions, and (3) have a recommendation ready as an Action Item for the Board's Mid-Year meeting.

**Addendum March 22, 2023.** This was discussed at the beginning year meeting, voted on, and approved.

r. Ad Hoc: Mentoring Program (Mizrahi)

- Mizrahi provided a verbal summary of the report.
- She sought clarification of whether or not the Mentoring Committee policy was included in ACJS policy. Worrall confirmed that there is some language in ACJS policy 300.01 II.N., but there is no complete language consistent

with other ACJS standing committees. There was discussion of the proposed policy language for the Mentoring Committee. See Appendix F.

A motion to approve the proposed language for ACJS policy on the Mentoring Committee was made by Lane and seconded by Hsieh. The motion carried unanimously with Mizrahi and Bing abstaining.

**ACTION ITEM:** Worrall to assign a policy number and add the approved Mentoring Committee policy language to the current ACJS policy manual.

- There was discussion of the mentoring/mentee applications. She advised that based on suggestions from the initial cohort, some changes were made to the application. There was a question about the ability for mentors and mentees to provide direct feedback (versus anonymous information in a survey), as well as people requesting a change in mentee/mentor. There was concern about member attrition and the validity in the program given some of the anonymous negative feedback provided within the survey. Mizrahi will have this discussion with the Mentoring Committee as she transitions off as chair.

A motion to approve the changes to the mentoring Diamond and Burek. The motion carried unanimously with Mizrahi and Bing abstaining.

- Mizrahi expressed her gratitude to the entire committee for their dedication and hard work on this time intensive committee.

A motion to approve all submitted Committee section reports was made by Bratina and seconded by Burek. The motion carried unanimously with each Board member abstaining from approving the report from which they serve a liaison.

A motion to accept all Region Reports was made by Burek and seconded by Hsieh. The motion carried with each Regional Trustee abstaining from their respective report.

#### XIV. Region Reports

##### a. REGION 1 - Northeastern (Bratina)

- Bratina informed the annual meeting will be June 4-8, 2024 in Gettysburg, PA.
- She informed the 2025 annual meeting will be in Prince Edward Island, Canada.
- There was a question about the costs for conference rooms/conference.

##### b. REGION 2 - Southern (Stogner)

##### c. REGION 3 - Midwest (Hsieh)

- Hsieh provided verbal summary of report.
- She informed the annual meeting will be in Sept 26-27 in Chicago, IL.
- She informed that upcoming meeting locations are currently being reviewed based on bids received from 2 hotels.
- Clarification was sought about awards as listed in the report. There may be a typo and Hsieh will make corrections as needed.

d. REGION 4 - Southwest (Diamond)

- Diamond informed that the annual meeting will occur in Fort Worth, TX.
- She advised that membership is becoming re-engaged, but there appears to be some issues with transitioning Board members (e.g., the former Treasurer lacking in communication regarding the transition of information and tools to the new Treasurer, no minutes taken at the mid-year meeting). There was suggestion for Diamond to brief Orrick (in-coming Region IV Officer) on the history of issues within the Board of this region.
- She thanked all for their support over the years.

e. REGION 5 - Western (Burke)

- Burke provided a verbal summary of her report. She expressed appreciation the University of Boise members.
- She informed that the 2023 annual meeting was held in Spokane, WA. She highlighted the keynote speaker.
- She advised that Region V has a smaller number of members compared to other regions, and they are working on increasing their members.
- The 2024 conference will be October 8-11 in Reno, LV.

A motion to approve all Region reports was made by Bratina and seconded by Lane. The motion carried unanimously with each Regional Trustee abstaining from their respective report.

Worrall announced the mid-year meeting will be October 5 at the Sheraton Denver.

A motion to accept all submitted Section reports was made by Boots and seconded by Hsieh. The motion carried unanimously.

A motion to accept all submitted Section 2024 budgets was made by Bing and seconded by Hsieh. The motion carried unanimously.

XV. Section Reports

a. Community College (Utecht)

b. Corrections (Wood)

c. Critical Criminal Justice (DeKeseredy)

- There was concern raised regarding a lack of nominations and no awards granted this year.

d. Law and Public Policy (Garrison)

- There was concerned raised about this section's journal only having one article listed as published. The Board reviewed the journal online, showing only 1 publication for the current issue and 1 publication in the previous issue.

- There was concern raised that this section is not scheduled for a general business meeting.
  - There was concern about no awards granted this year. The report indicates that the awards are no longer supported.
  - Budget was reviewed.
- e. International (Schumann)
- Perrin noted in advance that there was an issue with budget totals. She contacted Shulmann to review and update the budget. The revised budget was provided the board. She noted that the issues were beyond the control of the section.
- f. Juvenile Justice and Delinquency (Meyer)
- g. Minorities and Women (McGee-Cobbs)
- h. Police (James)
- There was discussion about the 4 new awards proposed by the Section:
    - Emerging Police Pracademic Excellence Award
    - Emerging Policing Scholar Achievement Award
    - Promising Student in Policing Award
    - Best Policing Book of the Year Award
- There was concern raised about the number of awards, and it was pointed out that this is one of the sections with a large membership.
- A motion to approve all 4 policing section awards was made by Bratina and seconded by Lane. The motion carried unanimously with no abstentions.
- ACTION ITEM:** Perrin to inform the Policing section chair that the Board approved all 4 section awards, as outlined in the report.
- i. Restorative and Community Justice (Trombley)
- There was concern raised about the report of lack of social media presence. It was pointed out that sections can create their own social media and posting is free. Perrin advised that this section has reported challenges with volunteers for leadership within this section.
- j. Security and Crime Prevention (Greenberg)
- k. Victimology (Miller)
- There was discussion about the section's request to restructure their budget, as proposed in the report.
- A motion to approve all Section reports was made by Bratina and seconded by Burek. The motion carried unanimously with no abstentions.
- ACTION ITEM:** Perrin to advise the Victimology section chair that the section can restructure their budget to alter the categories within the budget.
- l. Teaching, Learning, and Scholarship (Wong)

m. Drugs and Alcohol Research (Maggard)

A motion to approve all Section reports was made by Bratina and seconded by Lane. The motion carried unanimously.

A motion to approve all Section 2024 budgets was made by Bing and seconded by Diamond. The motion carried unanimously.

A motion to accept all Editor reports was made by Boots and seconded by Mizrrahi. The motion carried unanimously.

XVI. Editor Reports

a. ACJS Today (Powers)

- Worrall requested all Board members advertise this position and seek potential applicants.

b. Justice Quarterly (Krohn, Fox)

- Worrall advised the need for this position to be advertised in the near future and requested all Board members to advertise this position.

c. Journal of Criminal Justice Education (Marcum)

d. Justice Evaluation Journal (Unnithan)

- Worrall requested all Board members spread word that submissions to this journal are needed.

e. Taylor and Francis (Fernholz)

- Worrall advised that he is meeting with “Jackie” on Thursday and has invited her to attend March 22 meeting for questions..

A motion to approve the editors’ reports was made by Diamond and seconded by Burek. The motion carried unanimously with no abstentions.

XVII. Old Business

- none

XVIII. New Business

- There was discussion about changing the ACJS policy 301.01 III.D.3. to alter the New Scholar Award to remove “tenure” as many academic positions do not have tenure and retain only that the candidate must have received doctorate degree within 7 years (2<sup>nd</sup> sentence). Peguero received a complaint about the restrictiveness of the new scholar award.

A motion to approve the removal of “ untenured ” faculty language within ACJS policy 301.01 III.D.3., while retaining all other language, was made by Diamond and seconded by Boots. The motion carried unanimously, with no abstentions.

**ACTION ITEM:** Worrall will update ACJS policy 301.01 III.D.3. (New Scholar Award) to remove “ untenured ” faculty language.

**ACTION ITEM:** Peguero will communicate to Dmello that the Board voted to alter the current language of ACJS policy 301.01 III.D.3. (New Scholar Award) by removing the “ untenured faculty ” while retaining all other language.

- There was discussion about 1) grant involving ACJS or ACJS membership data and 2) IRB approval regarding using ACJS member data for publication. There was discussion about the need for anyone seeking to use ACJS data receiving a letter of support from Executive Director There was discussion about potential future issue, using a specific example (not that there is a current issue): the Doctoral Summit having a publication in a journal and, while this article received IRB from the home institution of author, how will there be ethical protection of students (were students advised how their data would be used outside feedback on the Doctoral Summit?). There was discussion the secondary anonymous data versus data collected from ACJS members and whether or not the ACJS members were notified their information will be used within research outside of ACJS sole purposes. There was discussion of ownership of the data, particularly if the situation is an ACJS funded event. There was discussion of different scenarios and potential issues when the Board, or at least the current President, is not made aware. There was discussion about creating a policy addressing the use of ACJS membership data. There was a question about the number of publications from the Doctoral Summit. Peguero formed an Ad Hoc committee, with Lane as Chair and Boots, Delaney, and Bratina serving as members. The Ad Hoc committee will draft proposed policy language to present at the mid-year meeting.

**ACTION ITEM:** Peguero to have discussion with Pfeiffer about the plans for future publications using data from the Doctoral Summit.

#### XIX. Adjourn

- Peguero expressed gratitude and appreciation to all who served. He is humbled for the support he has received over the years.
- A motion to adjourn was made by Boots and seconded by Bratina. The motion carried unanimously. Meeting adjourned at 3:44pm CST.

Appendix A.

**ACJS Standing or Ad Hoc Committee Report**

- Mid-Year  Annual  Date [Click or tap](#) to enter a date. Committee Name: Ad Hoc Report Templates

Mission Statement (if applicable):

[Click or tap here to enter text.](#)

G. Names and Contact Information of All Members, please mark Chair with an \*

H. Charges Assigned by the ACJS President

**RAFT**

Member Name	Member Affiliation	Member Email

Charge/Task	Status and Comments

- Detailed Description of Committee Activities and Accomplishments

[Click or tap here to enter text.](#)

- List Items to be Forwarded to Next Year’s Committee
  - [Click or tap here to enter text.](#)

- Click or tap here to enter text.

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- B. Click or tap here to enter text.
- C. Click or tap here to enter text.
- D. Click or tap here to enter text.
- E. Click or tap here to enter text.
- F. Click or tap here to enter text.
- G. Click or tap here to enter text.

**D. List Action Items (e.g., an issue/question you would like the Board to consider/respond to at their next convened meeting) for the ACJS Executive Board**

- Click or tap here to enter text.
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- Click or tap here to enter text.
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- Click or tap here to enter text.

**E. Other Items Not Covered Above or Additional Comments** Click or tap here to enter text.

## *ACJS Editor Report*

IV. Mid-Year

Annual

Date Click or

tap to enter a date. Journal Title: Click or tap here to enter text.

Journal Editor: Click or tap here to enter text.

**\*If this is your first editor’s report to the Executive Board, please respond to the following:**

- A. The review process that will be employed (e.g., selection of reviewers, number of reviewers used to evaluate a submission, plans for keeping authors fully informed of the status of their manuscripts).

Click or tap here to enter text.

- B. The production process that will be employed (e.g., copy editing, plans for authors to review their copy-edited manuscripts/page proofs).

Click or tap here to enter text.

M. Status of Manuscript

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<b>Status</b>	<b>Totals</b>
Number of Manuscripts Submitted	
Number of Submissions Rejected Without Review	
Number of Manuscripts Sent out for Review	
Number of those reviewed rejected	
Number of those reviewed that received a “revise and resubmit” decision	
Number of those reviewed that were accepted for publication	
Number of Manuscripts Withdrawn	
Number of Manuscripts Awaiting Reviewer Scores/Reviewer Assignment	

N. Average Length of Time Taken to Review Manuscripts Submitted for Publication

**To calculate the time for all articles submitted, consider the date each article was received by the editorial office and the date on which the editorial decision letter was sent to the author(s) and compute the average.**

Click or tap here to enter text.

**The expectation is that the average period for review is 10-12 weeks. If this did not occur, please respond to the following items:**

1. Explanation as to why the lengthier review process occurred

Click or tap here to enter text.

2. Provide a plan for a more expeditious review process.

Click or tap here to enter text.

O. Status of All Other Type of Manuscripts Submitted

P. List Table of Contents of the Publication for Future Issues

Already Formulated Click or tap here to enter text.

Q. List All Other Manuscripts Accepted for Publication

Click or tap here to enter text.

- R. Please provide an account of the status of the publication’s production schedule: Are the issues being published on schedule? Describe/explain delays and plan on how the production process will be back on schedule if applicable.

Click or tap here to enter text.

- S. List Action Items (e.g., an issue/question you would like the Board to consider/respond to at their next convened meeting) for the ACJS Executive Board. Per the ACJS Policy Manual, these are:

<b>Type of Manuscript</b>	<b>Number</b>
Invited Review Essays	
Book Reviews	
Comments/Rejoinders	
Special Features	
Other, please describe:	
Other, please describe:	

DRAFT

- a. any “special issue” planned for the journal -The report should explain when the issue will appear, the rationale for the issue, whether articles will be peer reviewed or a rationale for not doing so.
  - b. guest editors\*
  - c. nominees for deputy editors, book review editors, associate editors, and/or any other official editorial position\*
  - d. changes in size of the editorial board and/or creation of new types of editorial positions
1. Click or tap here to enter text.
  2. Click or tap here to enter text.
  3. Click or tap here to enter text.
  4. Click or tap here to enter text.
  5. Click or tap here to enter text.

**\*If you do have any nominees for official editorial positions, please submit details each of the nominee’s qualifications for the position (e.g., affiliation, areas of expertise, scholarly qualifications) and a copy of each nominee’s vita in a separate document for consideration or you may include the materials after completing the form.**

T. List Editorial Board Members and Roles

Click or tap here to enter text.

- U. Are there any major departures that you plan to implement regarding (1) the editorial process; (2) the production of the journal; and/or (3) the contents of the journal? Please describe below.

Click or tap here to enter text.

V. Other Items Not Covered Above or

Additional Comments Click or tap here to

enter text.



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**Z. List Items to be Forwarded to Next Year's Committee**

9. Click or tap here to enter text.
10. Click or tap here to enter text.
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15. Click or tap here to enter text.
16. Click or tap here to enter text.

**AA. List Action Items (e.g., an issue/question you would like the Board to consider/respond to at their next convened meeting) for the ACJS Executive Board**

6. Click or tap here to enter text.
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8. Click or tap here to enter text.
9. Click or tap here to enter text.
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11. Click or tap here to enter text.
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**BB. Other Items Not Covered Above or  
Additional Comments** Click or tap here to  
enter text.

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***ACJS Award Subcommittee Reports to Award Committee Chair***

Mid-Year Annual Date Click or tap

to enter a date. Subcommittee Name: Click or tap here to enter text.

Award Title: Click or tap here

to enter text. Members of the

Subcommittee

List of Nominees

Nominee Name	Nominee Affiliation	Nominator(s)	Eligible for Consideration Y/N. If N, please detail.

Description of the Selection Process Click or tap here to enter text.

Tally of the Votes Click or tap here to enter text.

Name of Nominee Recommended to Receive the Award and Brief Justification as to Why Recommended: Click or tap here to enter text.

Member Name	Member Affiliation	Member Email
-------------	--------------------	--------------


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## Appendix B.

### Employment Exchange Committee

#### Task list

##### 1. Pre-Conference

- a. Depute Chair recruits student volunteers: announcement, application review, selection
- b. Depute Chair manages shift scheduling: for selected student volunteers, run a poll and schedule their shifts during the conference. A student volunteer works three shifts of two hours per shift, total of six hours of service time.
- c. Chair arranges registration fee waiver for student volunteers with ACJS national office
- d. Chair collects submissions from recruiting institutions: full announcement; position-at-a-glance (one page PPT slide for school name, specialty areas, position type, and contact information of the representative available during the ACJS Annual Meeting); table banner (with recommended guidelines)
- e. A committee member collects submissions from job candidates: CVs for display at EE site for quick reference by recruiting institutions
- f. Chair reserves EE program materials and a room with ACJS national office: standing sign, tables and chairs, bulletin board, charging station, six laptops and a beam projector

##### 2. During Conference

EE program runs from Wed 1 pm – 5 pm & Thur and Fri from 9 am to 5 pm.

- a. Chair hosts orientation meeting with student volunteers at noon on Wed: a 30-min meeting to go over the program
- b. Committee members check site: two student volunteers present at any time
- c. Chair checks laptops and other devices: two laptops for candidate search – load job postings; three laptops for position search – load job announcements; one laptop for position-at-a-glance slideshow slide show hooked to beam projector
- d. Student volunteers maintain tables and chairs in a good shape, instruct attendees on how to use message board (bulletin board), laptops, and beam projection
- e. A committee member would deliver one-hour workshops: e.g., tips for job interview, academic vs government sector
- f. Committee members maintain and update job announcements, slide show, and job candidates: EE visitors sometimes bring their new announcements to the site for instant promotion; they should ask student volunteers to upload their files on the EE laptops; we do not allow them to do it on their own

#### Suggested by-law language:

##### I. Purpose

The Employment Exchange Committee shall be responsible for the solicitation of job postings from academic institutions for the upcoming academic year, organize postings in a manner that can be reviewed by the members during the annual meeting, and coordinate a space where institutions and prospective candidates can meet in person.

## II. Composition

The Employment Exchange Committee shall have a Chair and Deputy Chair, and a slate of committee members appointed annually. Both Chair and Depute Chair would serve a two year term and can be reappointed for another term at the discretion of the 2nd Vice President.

The size of the committee shall be as large as feasible given the Committee's responsibilities; and, the composition of the committee shall be as diverse as possible, both philosophically and demographically. The term of the committee members'is one-year.

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## Appendix C

### Doctoral Student Summit Committee

#### 1. Composition

- a. The committee shall be led by a Chair and Deputy Chair, both of whom shall serve a three (3) year term, which may be renewed at the discretion of the 2nd Vice President.
- b. The size of the committee shall be as large as feasible given the Committee's responsibilities. The term of the committee members is one year.

#### 2. Duties

- a. The Committee shall create, coordinate, and facilitate comprehensive professional development training across multiple domains (e.g., technical skills, personal skills, etc.).
- b. The Committee shall market the Summit to doctoral programs, both domestically and internationally. To promote diversity, equity, and inclusion within the academy, the Committee shall recruit students from a diverse array of doctoral programs and from diverse backgrounds.
- c. The Committee shall provide multiple networking opportunities for Summit participants, as well as other doctoral students and ACJS members to develop academic communities that can help to increase professional and social support.
- d. The Committee shall coordinate the collection and management of data from Summit participants to evaluate the effectiveness of the Summit as well as to understand the impact of the Summit on the fields of criminal justice and criminology more broadly; and, to measure its impact on the engagement of Summit alumni within the Academy.

## Appendix D

### The W.E.B. Du Bois Research Award

The W.E.B. Du Bois Award recognizes transformative scholarship that engages criminal justice and race/ethnicity. The scholarship may be based on research that investigates in the intellectual tradition of Du Bois, such as an examination of race/ethnicity-related issues through methodology, theory development/critique, historical analysis, and/or ethnographic scholarship. The award, which may be given to an individual or collaborators, may be based on a single book, article, thread of related research, or the body of work of a senior scholar.

Members of the ACJS Board may not receive this award during their term in office. The Executive Board may decide not to give the award in any given year. Award decisions will be based on the strength of the nominees' qualifications and not on the number of nomination endorsements received for any particular candidate.

**In recognition of recognize transformative scholarship that engages criminal justice and race/ethnicity.** Award recipients are expected to attend the ACJS Annual Meeting and to make a presentation on their research at that meeting. Membership in the Academy is not a requirement. Prior recipients of the W.E.B. Du Bois Award are not eligible for nomination.

1. For outstanding contributions to criminal justice and race/ethnicity as an academic and/or professional endeavor.
2. Active involvement in criminal justice or other endeavors which have made substantial contributions to the emerging body of knowledge in criminal justice and race/ethnicity.



## Appendix E

### Draft Call for Applications

#### Call for Applications for an NGO Alternate Representative to the United Nations

ACJS is calling for applications for an NGO Alternate Representative to serve a four-year term beginning January 2025. With Executive Board approval, the Alternate NGO Representative will have the option to assume the NGO Representative's position at the end of said four-year term and will proceed to serve a four-year term as the NGO Representative. If the Alternate NGO Representative chooses not to transition into the NGO Representative's role, the Executive Board will solicit applications for a new Alternate representative.

#### Requirements

- Must be a member of ACJS
- Held leadership position in ACJS such as Chair of Section, Board member etc.
- Knowledge of the operation of the United Nations Office on Drugs and Crime (UNODC)
- Have international criminal justice experience (conferences, teaching, research etc.)
- Must not presently be a UN NGO for another organization. The Alternate representative will be expected to perform the duties of the NGO Representative when the Representative is unable to perform those duties. In addition, the Alternate Representative is encouraged to perform the following duties as part of this role:
  - Join the Representative at any UN activity at which ACJS is allowed to send more than one NGO representative.
  - Work with the Representative to learn how the various reports for ACJS and the UN are prepared and submitted.
  - The Alternate NGO Representative shall receive all funding due to the Representative when the Alternate is serving as the Representative but shall be reimbursed only for airfare to the relevant UN meetings when acting as Alternate UN NGO representative.
  - If the Alternate is serving as the Representative, he/she must obtain approval of the ACJS Executive Board before making any statement on behalf of ACJS.
  - Should the executive board determine that the Alternate UN NGO representative is unable to perform their, the board may use its discretion to relieve the alternate of their duties.

Deadline: TBD

Please send inquiries for additional information and applications to:

Philip Reichel, PhD

Chair, Selection Committee

[p\\_reichel@yahoo.com](mailto:p_reichel@yahoo.com)

## Appendix F

### Proposed language for Mentoring Standing Committee

POLICY NUMBER: TBD

#### **I. Composition**

- A. The Chair of the Mentoring Committee shall serve a three (3) year term, beginning as Assistant Chair (appointed by the Second Vice President) in the first year of appointment, Deputy Chair in the second year, and as Chair of the committee in the third year.
- B. Composition and size of the committee will be determined by the ACJS First Vice-President in preparation for their presidency, but should generally consist of 7 members.
- C. Membership of the Committee should include at least one Past President and at least one previous winner of the Outstanding Mentor Award or ACJS Minority Mentorship Grant Award.
- D. The immediate past chair of the Mentoring Committee will serve as an ex-officio member of the ACJS Outstanding Mentor Award Subcommittee and the Affirmative Action Committee's Minority Mentorship Award to coordinate mentoring activities and recognition across ACJS.
- E. Membership of the committee should include representation from a variety of ACJS involvement, including regions, sections, committees, types of institutions, and racial and ethnic identity, seeking inclusivity in the broadest sense.
- F. For the first year as a standing committee (2024-2025), the Chair, Deputy Chair, and membership shall be appointed by the agreement of the ACJS President and 1<sup>st</sup> Vice-President to ensure as much continuity as possible. The Assistant Chair shall be appointed by the incoming Second Vice-President upon taking office.

#### **II. Purpose and Mission**

- A. The purpose of the ACJS Mentoring Committee is to develop, facilitate, and maintain a mentoring program on behalf of ACJS. The goals for the mentoring program are four-fold:
  - To mentor new assistant professors and graduate students close to finishing and entering the tenure track or the job market.
  - To mentor mid-level professors looking to move into roles as full

professors or administrators (department chairs and above).

- To mentor recent doctoral and masters graduates looking to serve as practitioners across the criminal justice system.
- To mentor *pracademics* looking to balance their roles in academia and practice or move into full- time academic work.

### **III. Duties**

- A. The Committee will solicit and match mentors and mentees at least once a year, with the first call going out shortly after the Annual Meeting. This should be done in sufficient time to invite the new mentees and mentors to the s Orientation and Social at that following year's Annual Meeting.
- H. The Committee will host a Mentoring Meeting and Social Event at each year's Annual Meeting to which all current and new mentoring cohorts will be invited.
- I. The Committee will help promote and highlight mentoring panels and roundtables submitted for the Annual Meeting, using ACJS membership mailings, social media, and other marketing mediums.
- F. The Committee will arrange and host at least one mentoring panel at the Annual Meeting.
- G. The Committee will hold at least one mid-year virtual event for the mentoring cohort.
- H. The Committee will provide articles and other resources on mentoring as they become available and have them posted for the membership on the ACJS website.

### **V. Requirements for Mentors and Mentees**

- A. Mentors shall meet the following requirements:
  - Be a current ACJS member verified by the National Office.
  - Be able to demonstrate at least three-years' experience mentoring students, faculty, or employees.
- B. Mentees shall be either regular or student members of ACJS verified by the National Office.