

**ACJS MID-YEAR BOARD MEETING
MINUTES**

September 19, 2020

Time: 9:00am PST

Zoom Conference Call

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

- I. Welcome and Introductions
 - President Spohn called the meeting to order at 9:02am PST.

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

- III. Approval of Minutes
 - March 12, 2020 Board Conference Call Meeting
 - March 27, 2020 Board Conference Call Meeting
 - A motion to approve the minutes was made by Reyes and seconded by Marcum. The motion carried unanimously with Orrick abstaining.
 - A motion to approve the minutes was made by Burek and seconded by Reyes. The motion carried unanimously with Orrick abstaining.

- **ACTION ITEM:** A motion to accept all of the oral reports was made by Marcum and seconded by Reyes. The motion carried unanimously with no abstentions.

- IV. President's Report (Spohn)
 - President Spohn informed the Board of the progress planning the program for the Annual meeting.
 - Topic was added "Justice realignment during the pandemic" and invited division chairs from ASC and ACJS to sponsor panels to encourage collaboration between the organizations.
 - Spohn reported that all the other planned meetings for her to attend have been canceled.
 - **ACTION ITEM:** Change 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.
 - Spohn informed the Board that a member brought to her attention the problematic nature of the current name of the award.

- The Board discussed soliciting input from the Division of Minorities and Women on the renaming of the award before making changes as well as if the Affirmative Action committee should be renamed.
 - A motion to revise the action item and to submit the request to rename the Affirmative Action Award and seek input from the Division of Minorities and Women and the Affirmative Action Committee for consideration was made by Boyd and seconded by Unnithan. The motion carried unanimously with no abstentions.
 - Spohn will report back to the board in April during the Annual Meeting.
- V. Program Chairs Report on 2020 Annual Meeting (Beichner, Mizrahi)
- The Program Chairs expressed her appreciation for the assistance and support they have received.
 - They noted the timeliness and importance of the theme and reported that Thomas Barker – “Aggressors in Blue: Exposing Police Sexual Misconduct” was added to the author meets critic sessions.
 - The Program Chairs reviewed the Plenary session activity each of the days
 - They shared with the Board a status report of current submissions and discussed some of the options for activities and potentials for exhibit space.
 - Spohn thanked Beichner and Mizrahi for their continued efforts in planning the conference.
- VI. 1st Vice President’s Report (Pfeifer)
- Pfeifer reported that she finished identifying standing chairs.
 - A motion to approve the standing committee chair assignments was made by Reyes and seconded by Jones. The motion carried unanimously with Pfeifer abstaining.
 - Pfeifer reported to the Board her activity working with co-chairs to get things aligned for Las Vegas.
- VII. 2nd Vice President’s Report (Paquette Boots)
- Boots reported on efforts of assigning chairs to the standing committees.
 - Wareham and Mallicoat will serve as Program Co-Chairs for the 2023 Annual Meeting.
 - Theme is 60 years of ACJS: Critical Connections between Civil Rights, Crime and Social Justice.
- VIII. Immediate Past President’s Report (Unnithan)
- Unnithan reviewed the responsibilities he’s undertaking in this role.
 - **ACTION ITEM:** Approval of Executive Board Nominees
 - Unnithan reported to the Board the candidates who petitioned and were nominated for the positions.
 - A motion to approve the Executive Board Nominees was made by Reyes and seconded by Mizrahi. The motion carried unanimously with Unnithan and Peguero abstaining.
- IX. Treasurer’s Report (Jones)
- Jones discussed with the Board the activities of the Treasurer since the Annual Meeting virtual board meeting. Many of these activities were canceled.

- Jones discussed economic issues that have arisen, especially with COVID 19.
 - Jones reported that Barth did a finance training in February to orient the Association Manager, Executive Director and the Treasurer on the technical aspects of the Association's information, document filing, and retrieval system.
- A motion to go into executive session was made by Pfeifer and seconded by Boots. The motion carried unanimously with no abstentions.
 - A motion to come out of executive session was made by Marcum and seconded by Boots. The motion carried unanimously with no abstentions.
 - Spohn expressed the Board's appreciation to Worrall and Perrin for their work in managing and responding to membership and the work they put into to avoid disruptions and financial costs.
- X. Secretary's Report (Orrick)
- Orrick reviewed the votes that were taken via email since the Annual Meeting.
- XI. Executive Director's Report (Worrall)
- Worrall expressed his thanks to the Board for their work and responsiveness.
 - **ACTION ITEM:** Approve 2021 CJRA Contracts
 - Worrall informed the Board of revisions to the CJRA Contracts.
 - A motion to approve the 2021 CJRA Contracts was made by Reyes and seconded by Pfeifer. The motion carried unanimously with no abstentions.
 - **ACTION ITEM:** Increase Editorial Stipends
 - Worrall discussed the proposed increase in stipends for the ACJS journals to meet market demands and improve the attractiveness of the positions.
 - The Board discussed when the last time the stipends were increased and what the stipends were for each of the journals and ACJS Today.
 - A motion to amend the action item to increase the *Justice Quarterly* stipend from \$10,000 to \$20,000, the *Journal of Criminal Justice Education* stipend from \$7,500 to \$10,000, the *Justice Evaluation Journal* stipend from \$5,000 to \$7,500, and increase the *ACJS Today* stipend from \$3,000 to \$4,000 was made by Boyd and seconded by Unnithan. The motion carried unanimously with no abstentions.
 - Worrall provide updates on the 2020 annual meeting cancellation and where we go for 2021. Due to the Mayor of San Antonio's ban on large gatherings, the financial impact was not as hard as initially anticipated.
 - Worrall updated the Board on the status of discussions with the Caribe agreeing to an extension on the date to review the size of our room block until mid-November.
 - **DISCUSSION ITEM:** Decide on whether and how to announce the University of Cincinnati directory project award.

- Worrall informed the Board that July of 2021 is when the directory project work will begin. There was no Board opposition to announcing the winner.

XII. Association Manager's Report (Perrin/Barth)

- **DISCUSSION ITEM:** ACJS offering some virtual sessions during the 2021 Annual Meeting, and if so, how many.
 - Perrin informed the Board of the details of what would be involved in providing virtual sessions.
 - Perrin updated the Board on adjustments to handling the process for the credit and inquiries moving forward.
 - Perrin discussed the current status of membership recruitment and retention. Efforts last November and December to increase membership renewals helped defray some of the financial loss.
 - Perrin updated the Board on database cleanup efforts. There were duplicates resulting in multiple emails being sent out. Hired company to clean up the database.
 - Perrin provided an update on careers page revenue.
 - The Board discussed options for the upcoming meeting including virtual meeting options, hybrid options, and the potential for rescheduling as well as when a decision needed to be made.
- **ACTION ITEM:** A motion to approve all oral reports was made by Pfeifer and seconded by Boyd. The motion carried unanimously with each report author abstaining from his/her reports.

XIII. Committee Reports

- **ACTION ITEM:** A motion to accept all received committee reports was made by Pfeifer and seconded by Jones. The motion carried unanimously.
- Academic Review (Bouffard)
 - **DISCUSSION ITEM:** How does ARC move forward? Committee Chair, Jeff Bouffard requests guidance from the executive board in the form of a formal charge to the committee to help ARC move forward in a manner consistent with ACJS' vision and mission.
 - The Board discussed what the committee should be doing without the certifications
 - Provide an up-to-date list of certified reviewers on website as a resource for programs looking for individuals who need the service.
 - Review and update the program standards on the ACJS website under standards.
 - The Board will provide additional guidance on the activities for the 2021 meeting after a decision is made about whether and how the conference will proceed.
- Affirmative Action (Kindschi Gosselin)
 - **TABLED ITEM:** Consider adding an attendance/presentation requirement to the Dorothy Bracey/Janice Joseph Minority and Women New Scholar Award to Policy

307.04; Committee also requesting they be allowed to submit a final recommendation on November 15 in lieu of COVID 19 interruptions.

- The Board discussed whether a requirement should be included. As liaison, Boyd will contact the Committee requesting that they review other award policies and submit specific wording to the Board for approval.
- **TABLED ITEM:** Allow student poster presentations as an option for fulfilling the presentation requirement for the Affirmative Action Student Scholarship Mini-Grant Travel Awards in lieu of COVID 19 interruptions.
 - As liaison, Boyd will contact the Committee requesting that they review other award policies and submit specific wording to the Board for approval.
- **DISCUSSION ITEMS:**
 1. 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.
 2. All awards funded through the Affirmative Action Committee Fund be the responsibility of the Affirmative Action Committee, with AAC Chair responsible for reporting to the AAC.
 3. 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.
 - The Board is requesting the committee provide specific language and rationale for the requested items. Boyd will work with Perrin to review the background of the awards and work with the committee
- A motion to table the Action and Discussion items with a request for additional information to be discussed at the Annual Meeting was made by Boyd and seconded by Burek. The motion carried unanimously with no abstentions.
- Assessment (Lytle)
 - **DISCUSSION ITEM:** The committee seeks board approval to organize one or two recorded presentations related to academic program assessment to offer support to the membership. Volunteers would record their presentation which would be posted on the Assessment webpage on the ACJS website.
 - The Board discussed whether this required Board approval. Mizrahi discussed the background of the request and what has historically been posted on the website. Perrin questioned whether the site could host the videos and noted a better source might be the ACJS youtube channel and linked back to the Assessment website. Recordings could be sent to Letiscia. Agreement to post video on youtube.
 - An update on options for Orlando will be forthcoming.
- Awards (Kim)
 - **DISCUSSION ITEMS:**
 1. Strategies to ensure that applicants check their membership status before submitting their application.
 - The Board discussed suggestions, including tasking the subchairs for awards with reminding individuals that their membership must be current when they apply, updating the criteria to indicate being a current member near the top, and emails to emphasize requirement of current membership.

2. Strategies to ensure there are nominations next year for the Minority Mentorship Grant Award in lieu of the lack of candidates for last two years.
 - The board discussed issues with promoting the availability of the award. The Board recommend sending the award information to the chairs of the AAC and the DMW to promote the award to the membership and extend the deadline for applications to mid-October.
 - Pfeifer noted the criteria that it be a Full professor and whether it could be a tenured professor instead. Committee should review the criteria and revise the eligibility criteria to be more inclusive (Full to tenured or length of time, etc. better definition of senior). This would require a policy change. Request new policy wording for vote in April.
- ~~Budget, Finance, and Audit~~ (Paquette Boots) *reports at Annual Board Meeting
 - Committee on National Criminal Justice Month (Owen)
 - **ACTION ITEM:** Request executive board approve \$450 in funding to purchase award plaques for 2020 and 2021 award recipients.
 - The Board discussed whether this was a Presidential budget line item. Pfeifer suggested keeping the allocation at \$300 per year. Perrin will look to determine if it's in the budget.
 - A motion to approve \$600 in funding to purchase award plaques for 2020 and 2021 award recipients and moving forward making it a \$300 line item in the President's Budget was made by Reyes and seconded by Jones. The motion carried unanimously with no abstentions.
 - **Constitution and By-Laws (Cohn)**
 - Crime and Justice Research Alliance (Woods)
 - Pfeifer informed the board of the CJRA's efforts for regular meetings with BJA to discuss ongoing pertinent issues with reports and data.
 - Doctoral Summit (Button)
 - Pfeifer updated the Board on the expected issues with participation in the 2021 Summit.
 - Ethics (Wang)
 - Membership (Archbold)
 - The Board reviewed the ideas presented by the committee for increasing membership and advertising the benefits of membership.
 - Spohn will thank the committee on their innovative thinking.
 - Nominations and Elections (Unnithan) *See Immediate Past President's Report
 - Public Policy (Brennan)
 - **ACTION ITEM:** Board review of revised PPC application to serve as a CJRA Policy Expert and revisions to the Protocol/Policy document.

- A motion to approve the suggested revisions to the PPC application to serve as a CJRA Policy Expert and revisions to the Protocol/Policy document was made by Reyes and seconded by Boots. The motion carried unanimously with no abstentions.
- Student Affairs (Novisky)
 - The Board discussed the suggestions presented in the report. The Board requests specific language to vote on.
 - Nix will request specific proposals for consideration at the April meeting.
- ~~Teller's Committee (Umithan)~~ *reports following national election
- Ad Hoc: Employment Exchange (Lee)
- Ad Hoc: Innovator Award for Practitioners (Posick)
- Ad Hoc: Committee on History Mini Grants (Peguero)
- Ad Hoc: Sage Professional Development Workshop (Payne)
- Report of NGO Representative to United Nations (Reichel)
- Report from International Association of Chiefs of Police (IACP) Representative (Dabney)
 - The Board discussed suggestions for the Ad hoc committee and will revisit in April.
- A motion was made to approve all committee reports was made by Pfeifer and seconded by Jones. The motion carried unanimously with respective board members abstaining from reports their respective reports.

XIV. Region Reports

- A motion to accept all region reports was made by Jones and Posick and seconded by Marcum. The motion carried unanimously with no abstentions.
 - a. REGION 1 - Northeastern (Reyes)
 - Reyes updated the Board on the activities of the region. The 2020 NEACJS meeting was cancelled.
 - b. REGION 2 - Southern (Posick)
 - Posick updated the Board on the activities of the region. The 2020 meeting was cancelled. Online research showcase went well.
 - c. REGION 3 - Midwest (Burek)
 - Burek updated the Board on the activities of the region. The general business meeting will be on 9/24. Other efforts to showcase some of the efforts and priorities of the organization are on the website.
 - d. REGION 4 - Southwest (Nix)
 - Nix provided an update on developments within SWACJ. No update from the Executive Board was provided on upcoming conferences.
 - e. REGION 5 - Western (Mizrahi)

Mizrahi updated the Board on the activities of the region. The 2020 meeting was cancelled.

- A motion to approve all region reports was made by Pfeifer and seconded by Unnithan. The motion carried unanimously with respective regional trustees abstaining from their reports.

XV. Section Reports

- A motion to accept all received section reports was made by Reyes and seconded by Jones. The motion carried unanimously with no abstentions.
 - a. Community College (Harris)
 - b. Corrections (Goulette)
 - c. Critical Criminal Justice (Coates)
 - d. Law and Public Policy (Garrison)
 - e. International (Markovic)
 - f. Juvenile Justice and Delinquency (Morris-Francis)
 - g. Minorities and Women (Cabbage)
 - h. Police (Rush)
 - i. Restorative and Community Justice (Cunliffe)
 - j. Security and Crime Prevention (Johnson)
 - k. Victimology (Policastro)
 - l. Teaching, Learning, and Scholarship (Arthurs)
- **ACTION ITEM:** Board approval of TLS Section Logo. Two options submitted for review. The TLS Executive Board prefers logo 2.
- A motion was made to approve logo 1 in order to be consistent with ACJS branding and consistent colors was made by Pfeifer and seconded by Marcum. The motion carried unanimously with Boyd abstaining.
 - m. Drugs and Alcohol Research (Miller)
- A motion to approve all received section reports was made by Reyes 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 Mizrahi and seconded by Pfeifer. The motion carried unanimously with no abstentions.
 - a. ACJS Today (Myers)
 - b. Justice Quarterly (Krohn, Fox)
 - c. Journal of Criminal Justice Education (Gabbidon)
 - d. Justice Evaluation Journal (Piquero)
 - e. Taylor & Francis (Fernholz)
- Worrall highlighted the upward trend of journal downloads
- A motion to approve all received section reports was made by Marcum and seconded by Reyes. The motion carried unanimously with no abstentions.

XVII. Old Business from March 2020 Board Meeting

- a. Approve edits/updates to Policy 204.01 and 301.09

- The Board discussed the policies regarding the mini grant and complimentary room policy.
- 204.01 – statement that in a year when an Assessment Workshop is held the Assessment Chair and Deputy Chair will receive a one complimentary night the night before the conference.
- A motion was made by Pfeifer and seconded by Posick to approve the change to policy 204.01. The motion carried unanimously with Mizrahi abstaining
 - 301.09 – change to the policy regarding receipts
- A motion was made by Mizrahi and seconded by Marcum to approve the policy language of 301.09. The motion carried unanimously with no abstentions.
 - b. Certification update for Regions, requested by Christine Tartaro (NEACJS)
 - The Board reviewed the request for a roundtable discussion in the program to discuss certification. The Board recommends that the request to submit a roundtable discussion could be done through the submission system.
 - c. Strategic Planning Session rescheduled
 - The Board discussed when we should reschedule the second session on strategic planning. The Board will table the strategic planning until we can safely meet in person.
 - d. Adding the Employment Exchange as a Standing Committee or continue to fund as an Ad hoc committee
- A motion was made by Boyd and seconded by Marcum to propose making the Employment exchange a standing committee and submit it to the membership for a vote. The Motion carried unanimously with no abstentions.
 - e. Should ACJS create an Anti-Discrimination and Anti-Harassment Policy proposed by Trustee Anthony Peguero
 - Peguero discussed with the Board the possibility developing an Anti-Discrimination and Anti-Harassment Policy policy. Pequero will take the lead on drafting a policy. The Board expressed support for this effort. Mizrahi, Marcum, and Nix agreed to assist. (Ad hoc committee)
- Mizrahi noted a previous action item tabled – to consider the feasibility of moving to a new submission system. This will be added to old business for the April Board Meeting.

XVIII. New Business

- Proposal to modify JQ's submission requirements.
 - Worrall updated the Board on the proposal submitted by JQ to address the issues with the replicability crisis.
- A motion was made by Posick and seconded by Reyes to approve the proposed modification to JQ submission requirements contingent on a follow-up status report in 12 months and to address submissions using distinct methodologies. The motion carried unanimously with no abstentions.

XVIX. Adjourn

- A motion was made to adjourn the meeting at 4:59pm by Boyd and seconded by all Board Members. The motion carried unanimously with no abstentions.