

ACJS EXECUTIVE BOARD MEETING

MINUTES

April 12, 2021

Time: 9:00 AM Pacific

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)

Note: There will be four guests attending the board meeting:

- 1) **Brie Diamond** – incoming Region IV Trustee
- 2) **Robert Bing** – incoming Trustee-At-Large
- 3) **Jacquelyn Fernholz** – Taylor and Francis joining at 10am pacific (brief address)
- 4) **Phil Reichel** – ACJS NGO Representative joining at 12pm (brief address)
- 5) **Dawn Beichner**

I. Welcome and Introductions

- President Spohn called the meeting to order at 11:01am PST.

II. Review Agenda

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

III. Approval of Minutes

- September 19, 2020, Mid-Year Executive Board Meeting
- November 7, 2020, Virtual Executive Board Meeting
- November 23, 2020, Virtual Executive Board Meeting
- January 6, 2021, Virtual Executive Board Meeting
 - A motion to approve the 9/19 minutes was made by Marcum and seconded by Burek. The motion carried unanimously, with Orrick abstaining.
 - A motion to approve the 11/7 minutes was made by Reyes and seconded by Boyd. The motion carried unanimously, with Orrick abstaining.
 - A motion to approve the 11/23 minutes was made by Pfeifer and seconded by Marcum. The motion carried unanimously, with Orrick abstaining.
 - A motion to approve the 1/6/21 minutes was made by Boyd and seconded by Burek. The motion carried unanimously, with Orrick abstaining.

- A motion to accept all the oral reports was made by Pfeifer and seconded by Mizrahi. The motion carried unanimously, with no abstentions.

IV. President's Report (Spohn)

- Spohn reported limited activity due to the pandemic. The virtual conference starts tomorrow. Spohn thanked Leticia, Dawn, and Stephanie for all their efforts in planning the virtual conference starting tomorrow.
- Future of the relationship between ACJS and CRJA to be discussed later.

V. Program Chairs Report on 2021 Annual Meeting (Beichner, Mizrahi)

RECOMMENDATION: For the Board to consider upgrading the submission system (and mobile app) when the opportunity presents itself.

- Mizrahi updated the Board on the status of the program and thanked those involved for all their work. She reported that with the focus on the theme panels after scaling down, Reforming Justice, there were 17 sessions and 2 keynotes (Robin Engle and Yusef Salaam). The 2020 awards on Tuesday, 2021 awards on Wednesday, and general business meeting. Over 700 registered, and over 70 research presentations were posted.
- Mizrahi discussed some of the issues with the current submission system. It is the recommendation of the program committee to look into a new system as soon as possible.
- Dawn Beichner expressed thanks for all the support in planning. Both Mizrahi and Beichner expressed their willingness to support Pfeifer's co-chairs moving forward.

VI. 1st Vice President's Report (Pfeifer)

- Meeting with co-chairs to start planning on the Las Vegas conference.

ACTION ITEM: Approval of 2022 Standing Committees

ACTION ITEM: Approval of Awards Committee

ACTION ITEM: Review of 2022 Program Committee Report

- A motion to approve the 2022 Committees was made by Boyd and seconded by Jones. The motion carried unanimously, with Pfeifer abstaining.

ACTION ITEM: Review 2022 Call for Presentations

- A motion to approve the 2022 Call for Presentations was made by Unnithan and seconded by Mizrahi. The motion carried unanimously, with Pfeifer abstaining.

VII. 2nd Vice President's Report (Paquette Boots)

- Paquette Boots reported to the Board that she completed filling the vacancies for Assistant and/or Deputy Chairs prior to the mid-year meeting but has since filled the vacancy for the Chair of the Local Arrangements Committee.

ACTION ITEM: Academic Review Committee (ARC) recommendations – see ARC Committee XVIII.a

- Paquette Boots reported to the Board her activities as liaison with the ARC Committee. She reported on their conversations on what the next steps are for the committee as they move away from certification.
- Paquette Boots informed the Board on the ARC Committees recommendations and proposed next steps. The Board will review and vote on these items when discussing the ARC Committee report.

VIII. Immediate Past President’s Report (Unnithan)

- Unnithan reported to the Board his efforts in overseeing the work of the Ethics Committee and reported on the status of the elections. Run-off elections were needed for 2 elections.

IX. Treasurer’s Report (Jones)

- Jones reported to the Board on the canceled work due to COVID. She updated the Board on the regular financial activities. Jones updated the Board on the financial training conducted by Cathy Barth last February. She collaborated with the Executive director and Association Manager and reviewed the annual audit. She also served on the CJRA board.

X. Secretary’s Report (Orrick)

- Orrick reported to the Board the activities recorded since the last meeting.
- Orrick updated the Board on the status of the search to find the next Editor of ACJS Today.

- A motion to approve the officer reports was made by Pfeifer and seconded by Mizrahi. The motion carried unanimously, with each officer abstaining from their individual reports.

XI. Executive Director’s Report (Worrall)

- Worrall welcomed the new Board members.
- Worrall updated the Board on the cancelations of the in-person conferences. Association retained an attorney and negotiated with the Caribe to minimize the financial impact.

- Worrall updated the Board on the status of the Directory project. Those awarded from the University of Cincinnati have started work but, per contract, won't start billing until July 2021.
- Worrall reported to the Board the status of the CJRA contract. The Board previously approved a contract with Kizcomm, but not the lobbying component. Peter Wood continues as CJRA chair.
- Worrall reviewed the terms and conditions for the virtual meeting.
- Worrall reported that after the 2021 annual meeting, Perrin will be putting out an RFP for a new submission system and mobile app provider.
- a. **ACTION ITEM:** The future of the Oral History Project (see report from Dooley and Albanese); requesting \$5,000 annual funding continue.
 - Worrall reported on the request for the Board to continue to fund the project.
- A motion to approve the request for continuation of the Oral History Project at \$5,000 was made by Boots and seconded by Reyes. The motion carried unanimously, with no abstentions.
 - b. **DISCUSSION ITEM:** The future of ARC and academic review now that certification is defunct.
 - Tabled to discuss later with the ARC report.
- A motion to go into executive session was made by Jones and seconded by Pfeifer. The motion carried unanimously, with no abstentions.
- A motion to leave executive session was made by Reyes and seconded by Burek. The motion carried unanimously, with no abstentions.
 - Jackie Fernholz joined the call to give an update on Taylor & Francis. She updated the Board on recent events and how the industry is moving toward Open Access. She reported on the potential impact on ACJS journals, which is largely revenue generation. There are different levels of Open Access, with the ACJS journals being Gold OA journals. If the amount of subscription content decreases significantly due to a rise in OA pages, then the subscription price may decrease (proportion of paid content – behind a paywall – versus OA content). Currently, ACJS journals do not publish a lot of OA material. Does not pose a lot of financial risk.
 - She reported on Plan S – a movement by mostly Euro-based funding bodies to accelerate the move to Open Access – and the OSTP (Office of Science and Technology Policy) request for information about public access to peer-reviewed scholarly publications, data, and code resulting from federally funded research. Priority is likely to be research data versus OA. T&F is keeping an eye on this and will update the Board accordingly.

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

- Membership Stats by Region
 - Perrin updated the Board on registrations, transfers, and cancelations/refunds. There were about 700 registrations for the virtual conference. She updated the board on the vendors and sponsors. She reported that the virtual conference has helped remind the membership to renew. There are 1,599 members currently.
 - Perrin updated the Board on her efforts with database cleanup – went through over 12,500 records to merge, deleted, or updated.
- Overall Membership Stats
 - Perrin updated the Board on discussions on efforts to promote membership. She suggested offering a limited time discount (12/15 – 1/15) where if people renew or sign up, they get a small discount. The Board discussed this option, deciding to table it until the mi-year.
 - TABLED ITEM: To be added to the agenda for the mid-year meeting. Early bird registration for membership and potentially meeting.
- Perrin reviewed with the Board the Section Membership Stats, Account Balance, ACJS Budget, and Net Assets as presented in her written report.
- ACTION ITEM: A motion to approve all oral reports was made by Jones and seconded by Pfeifer. The motion carried unanimously, with no abstentions.

XIII. Committee Reports

- ACTION ITEM: A motion to accept all received Committee reports was made by Mizrahi and seconded by Reyes. The motion carried unanimously.
 - a. Academic Review (Bouffard)
 - ACTION ITEM:** Review Proposed Edits to the Current Set of Program Standards (Associates, Bachelors, and Masters)
 - ACTION ITEM:** Review Proposed Email reintroducing the committee & ACJS Today article
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 - Boots reviewed the proposed edits with the Board rebrand the term “certification standards” to “quality standards.” The Board noted the due diligence in their work.

- A motion to approve the proposed edits to the current set of program standards, the proposed email reintroducing the Committee & ACJS Today article was made by Unnithan and seconded by Marcum. The motion carried unanimously, with no abstentions.
 - b. Affirmative Action (Kindschi Gosselin)
 - c. Assessment (Lytle)
 - d. Awards (Kim)
 - e. Budget, Finance, and Audit (Paquette Boots)
 - Worrall noted a needed change to Policy 203.02 – need to change policy states that the Executive Board cannot approve a deficit budget.
 - “The First Vice President shall put forth a balanced or profitable fiscal budget, if at all possible, for approval by the ACJS BFA and then approval by the ACJS Executive Board. If a deficit budget is deemed necessary and proposed by the 1st VP, the 1st VP shall present a rationale for the budget to be considered by the ACJS BFA Committee. If the Committee approves the rationale, the committed may approve the budget and state the reasons for approval in the Committee report for the ACJS EB for consideration and approval.
- A motion to approve the revised language for policy 203.02 was made by Pfeifer and seconded by Jones. The motion carried unanimously, with no abstentions.

ACTION ITEM: Review/Approve 2022 ACJS Annual President’s Budget

- Paquette Boots and Pfeifer reviewed for the Board the 2022 budget. The Board discussed changes to the 2022 budget. Paquette Boots will address the strategic planning for her conference (to discuss at mid-year).
- A motion to approve the 2022 ACJS Annual President’s Budget was made by Marcum and seconded by Reyes. The motion carried unanimously, with Paquette Boots and Pfeifer abstaining.

- f. Committee on National Criminal Justice Month (Owen)

RECOMMENDATION: the 2021-2022 Committee explore ways to:

- 1) Develop promotional materials
- 2) Disseminate information more broadly and frequently to ACJS members
- 3) Coordinate many activities in conjunction with Alpha Phi Sigma chapters

ACTION ITEM: Request for support for speaker’s fees for the virtual event.

- The Board discussed the Committee’s requests. Spohn noted that the Board does not normally give budgets for Committees, and the money for the plaques was previously approved.
- A motion to approve the support for speaker’s fees for virtual event was made by Boots and seconded by Pfeifer. The motion did not pass with 5 in favor, 6 opposed, and 1 abstention.

- g. Constitution and By-Laws (Cohn)

- h. Crime and Justice Research Alliance (Woods)
 - Worrall encouraged the Board to closely review the CRJA report. People on the Board are the ACJS appointees. A meeting will be scheduled soon with the CJRA Board and guests to discuss the future of CJRA.
- i. Doctoral Summit (Button)
- j. Ethics (Wang)
- k. Membership (Archbold)
- l. Nominations and Elections (Unnithan) *See Immediate Past President's Report
- m. Public Policy (Brennan)
- n. Student Affairs (Novisky)
- o. Teller's Committee (Unnithan) – see Immediate Past President's report
- p. Employment Exchange (Lee)
- q. ~~Ad Hoc: Innovator Award for Practitioners~~ (Posick) *provided at Mid-Year
- r. Ad Hoc: Committee on History Mini Grants (Peguero)

ACTION ITEM: Review/Approve Award Selection (Kwan-Lamar Blount-Hill)

Note: Due to the pandemic in 2020, Keisha Warren-Gordon was unable to proceed with her 2020 award project. She will provide an update by the Mid-Year Board Meeting.

- A motion to approve the selection for the 2021 ACJS Historical Mini-Grant recipient was made by Boots and seconded by Reyes. The motion carried unanimously, with Peguero abstaining.
 - s. Ad Hoc: Sage Professional Development Workshop (Payne)
 - t. Report of NGO Representative to United Nations and Alternate NGO Representative (Reichel/Zabyelina)
 - Reichel updated the Board on the status of the United Nations. The UN Crime Congress was held virtually in March 2021. ACJS had good attendance at the panel.
 - Due to concerns with cancelations due to the pandemic. Worrall noted that policy doesn't have a fixed term length and supports continuity.

ACTION ITEM: Requesting Executive Board vote on retention of the NGO Representative and Alternate Representative per Policy 101.07

ACTION ITEM: Requesting Executive Board vote on extending the NGO Representative and Alternate Representative for additional two years
- A motion to approve the retention of the NGO Representative and Alternative Representative and extend the service term by two additional years was made by Pfeifer and seconded by Jones. The motion carried unanimously, with no abstentions.

- u. Report from International Association of Chiefs of Police (IACP) Representative (Dabney)

ACTION ITEM: Requesting Executive Board to engage the IACP leadership to gain membership on the Research Advisory Committee (RAC); Dabney would be willing to serve as ACJS liaison.

- Changes in the IACP requiring membership in the Police Research Advancement Section (PRAS) Section would result in ACJS not having an official liaison with IACP. Worrall noted that the Board could set aside a certain amount of funds to make available for people to represent ACJS at practitioner associations.
- The board decided to take no action and table this until next year.
- A motion was made to approve all Committee reports was made by Pfeifer and seconded by Mizrahi. The motion carried unanimously, with respective board members abstaining from reports their respective reports. (with the exceptions of the NGO Representative)
- A motion to approve the NGO representatives report was made by Pfeifer and seconded by Jones. The motion carried unanimously, with no abstentions.

XIV. Region Reports

- A motion to accept all region reports was made by Nix 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 Northeastern Region. The Annual meeting will be held virtually from June 2nd to June 4th.
 - b. REGION 2 - Southern (Posick)
 - Posick updated the Board on the activities of the Southern Region. The Annual meeting is scheduled for Daytona Beach from September 8th to September 11th.
 - c. REGION 3 - Midwest (Burek)
 - Burek updated the Board on the activities of the Midwest Region. The Region updated their mission statement. Still waiting on survey results on whether the membership wants a virtual or in person conference.
 - d. REGION 4 - Southwest (Nix)
 - Nix updated the Board on the events of the region. Nix reminded the board of the suggestion of creating an audit committee. Diamond was invited to attend the last SWACJ board meeting.
 - e. REGION 5 - Western (Mizrahi)

- Mizrahi updated the Board on the events of the region. They surveyed membership on whether they would like to have an in person meeting this year. The location is now TBD.
- A motion was made to approve all region reports was made by Burek and seconded by Posick. The motion carried unanimously, with respective regional trustees abstaining from their reports.

XV. Section Reports **ACTION ITEM for all Sections: 2021-2022 Section Budgets**

- A motion was made to accept all section reports was made by Reyes and seconded by Jones. The motion carried unanimously, with Mizrahi abstaining.
 - a. Community College (Harris)
 - b. Corrections (Goulette)
 - c. Critical Criminal Justice (Coates)
 - d. Law and Public Policy (Garrison)
 - e. International (Markovic)

INFORMATION ITEM: The International Section Potential Partnership with the International Journal of Police Sciences – We will be meeting with the International Police Science Association (IPSA) to discuss the benefits of any partnership with this journal.

- 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)

ACTION ITEM: New Award – Student Paper Competition

Please review the criteria and provide feedback if changes are needed.

- The Board discussed support for sections to provide these types of opportunities for their membership. Especially for students and encourage their activity in various sections. The Board discussed questions that remained, for example, whether undergrads and graduates. The Board encouraged the Section to consider a separate undergraduate and graduate award.
- A motion to approve the student paper competition award with the suggestion that the Section consider a separate undergraduate and graduate award was made by Mizrahi and seconded by Pfeifer. The motion carried unanimously, with no abstentions.
 - k. Victimology (Policastro)
 - l. Teaching, Learning, and Scholarship (Arthurs)

ACTION ITEM: New Award – TLS Outstanding Graduate Student Award.

Please review the criteria and provide feedback if changes are needed.

- **TABLED ITEM:** The Board discussed that the language of the award is unclear. Perrin will reach out to the Section to see if they can address it by the Thursday meeting
- m. Drugs and Alcohol Research (Miller)
- A motion was made to approve the budgets with the exception of the M & W budget for all sections was made by Pfeifer and seconded by Mizrahi. The motion carried unanimously, with Jones abstaining.
- A motion was made to approve all 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 Posick and seconded by Reyes. The motion carried unanimously, with no abstentions.
 - a. ACJS Today (Myers)
 - b. Justice Quarterly (Krohn, Fox)
 - Worrall noted that T&F approved a page count increase to assist with the backlog and high rate of rejections.
 - c. Journal of Criminal Justice Education (Gabbidon)
 - d. Justice Evaluation Journal (Piquero)
 - e. Taylor & Francis (Fernholz)
- A motion was made to approve all editor reports was made by Mizrahi and seconded by Nix. The motion carried unanimously, with no abstentions.

XVII. Old Business from September 2020 Board Meeting

- a. **ACTION ITEM:** Review Anti-Discrimination and Anti-Harassment Statement submitted by Task Force members Anthony Peguero, Christine Nix, Cathy Marcum, and Stephanie Mizrahi.
 - The Committee noted that this is a statement and not a policy.
- A motion to approve the Anti-Discrimination and Anti-Harassment Statement was made by Pfeifer and seconded by Orrick. The motion carried unanimously, with Peguero abstaining.
 - Perrin will post this on the website in the about ACJS section and as a part of registration materials.
- b. **TABLED ITEM:** Update from Cassia on 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.

- c. **TABLED ITEM:** Update from Boyd on Affirmative Action recommendation for award changes: 1) Consider adding an attendance/presentation requirement to the Dorothy Bracey/Janice Joseph Minority and Women New Scholar Award to Policy 307.04; 2) 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.

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.

- d. **ACTION ITEM:** Update from Nix on Student Affairs regarding suggestions presented in their Mid-Year Board report.

- 1) Consider a student forum to give students a voice at the next conference.
- 2) Consider free or reduced one-day conference attendance for students in the immediate Region of the conference to give them the conference experience (some organizations seek donations, do raffles, or scholarships to avoid having undergraduate students paying to have the conference experience).

- **TABLED ITEM:** The Board requests specific language to vote on concerning each request.
 - Spohn recognized the work of Nix, Peguero, and Unnithan for their service the last years on the EB.

XVIII. New Business

Proposed changes to by-laws re: Committee assignments.

- The staggered terms for Committee chairs and whether the terms for those appointed aligned with the terms of the VPs. Pfeifer and Paquette Boots proposed language changes that would better align terms.
- A motion to approve the proposed changes was made by Unnithan and seconded by Marcum. The motion carried unanimously, with Pfeifer and Boots abstaining.

- a. **DISCUSSION ITEM:** How many people should serve on CJRA committee moving forward? Term of the CJRA Chair?

1. Chair = Peter Wood
2. Chair of Public Policy Committee
3. Deputy Chair of Public Policy Committee
- b. **DISCUSSION ITEM:** If the Board approves the above changes to the language for the by-laws, can we call for a special vote by the membership for these by-law revisions, so the new language/rules go into effect in time for the current President to have her team in place, and allows the 1st Vice President's designated Deputy Chairs to shadow the current Chair this year?

- The Board discussed the best ways to move forward and avoid redundancy. Pfeifer will work with Paquette Boots to schedule further discussions with those closely involved. Discussions will continue

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XVIX. Adjourn

- A motion was made to adjourn the meeting at 2:00 pm by Nix and seconded by Unnithan. The motion carried unanimously, with no abstentions.