

ACJS BOARD MEETING MINUTES
FRIDAY, MARCH 16, 2012
New York, New York

MEMBERS PRESENT: Melissa Barlow, Dave Owens, Brian Payne, Nicole Leeper Piquero, Philip Reichel, David Mueller, Jill Gordon, Craig Hemmens, Alexis Miller, Jim Frank, Brad Smith, Ed Day.

OTHERS PRESENT: Cathy Barth (ACJS Association Manager)

OTHERS: Katrina Baum (NIJ Office of Research Partnerships), Heather Pfeifer (Program Chair)

ABSENT: Roslyn Muraskin, David Montague, Mittie Southerland (Executive Director)

I. Welcome and Introductions

The meeting was called to order at 2:10 p.m.

II. Review of Agenda

A motion to approve the agenda was made by Miller and seconded by Gordon. Motion passed with all in favor (11-0).

III. President's Report (Hemmens)

A motion to accept the President's oral report was made by Piquero and seconded by Barlow. Motion passed with all in favor (11-0).

- a. Various executive board members and Cathy Barth held separate meetings with ACJS sections and regions. The meetings were positively received and should be held annually.

Sections will host regional receptions in hopes of attracting new members. The executive board will split the cost of receptions with regions.

ACJS will place a link on the ACJS renewal page for members to click to easily renew their regional membership.

President Hemmens will attend all five regional meetings over the next year.

- b. The charges to each of the committees will be emailed soon.
- c. Program committee meeting was informative and went well.
- d. The mid-year meeting will be held in Dallas. Dates will be announced as soon as possible.

IV. 1st Vice President's Report (Frank)

A motion to accept the 1st Vice President's oral report was made by Barlow and seconded by Mueller. The motion passed with all in favor (10-0) and one abstention (Frank).

The annual meeting seems to be a success by all of the positive feedback.

V. 2nd Vice President's Report (Payne)

A motion to accept the 2nd Vice President's oral report was made by Day and seconded by Barlow. The motion passed with all in favor (10-0) and one abstention (Payne).

A motion was made by Frank and seconded by Miller to approve Dave May (Eastern Kentucky University) as the 2015 Program Chair. The motion passed with all in favor (10-0) and one abstention (Payne).

VI. Immediate Past President's Report (Barlow)

A motion to accept the Immediate Past President's oral report was made by Piquero and seconded by Miller. The motion passed with all in favor (10-0) and one abstention (Barlow).

The attendance for this year's conference is an all-time high with over 1800 in attendance.

There has been very good feedback regarding the conferences.

Congratulations to Heather Pfeifer and Cathy Barth for a successful conference.

VII. Treasurer's Report (Owens)

A motion to accept the Treasurer's oral report was made by Gordon and seconded by Day. The motion passed with all in favor (10-0) and one abstention (Owens).

Finances are looking good because of the record breaking number of attendees.

VIII. Secretary's Report (Muraskin)

No report.

IX. Association Manager's Report (Barth)

A motion to accept the Association Manager's oral report was made by Barlow and seconded by Frank. The motion passed with all in favor (11-0).

Attendance is up (n=1840) as of early Friday morning. Registration will close at 5:00pm today.

We should easily reach our room block for the hotel.

Employment exchange went really well this year. We will rent computers for next year in keeping with the “going green” theme.

Experient was given the list of potential cities collected by the survey of ACJS membership. They will report back on which of the cities would be available for future conferences.

X. Program Report on 2012 Annual Meeting (Barlow and Pfeifer)

NOTE: moved to later in the agenda so that Pfeifer could report to executive board.

XI. Old Business

- a. Report on meeting with Section Chairs
See President’s report.
- b. Report on meeting with Regional Leadership
See President’s report.
- c. Residency of regional trustees

i. What happens if a Regional Trustee moves in the last year of his/her term?

The Region has the option to keep or replace the Executive Board member per policy 600.01.I.J.

ii. Policy (600.01.I.I) states that Regional Trustees shall reside and have their professional employment affiliation in the region from which they are elected...

Issue: should this policy be revised to indicate that Regional Trustees need only to work in the region from which they are elected?

Discussion:

- Online schools may become an issue in the future
- Many responses favored place of employment as criteria

A motion was made by Owens and seconded by Day to change Policy 600.01.I.I. as listed below. The motion passes with all in favor (11-0).

I. RESIDENCY OF REGIONAL TRUSTEE

Regional Trustees shall ~~reside and~~ have their professional employment affiliation in the region from which they are elected and shall hold their offices only so long as they continue to ~~reside and~~ have their professional employment affiliation in their respective regions and meet all of the above criteria. Regional trustees vacate their positions when they move their ~~residence or~~ professional employment affiliation outside the region.

When the remaining term of office is less than one year, the regional organization may invoke the exception to policy in Section J.

d. Discussion of flash drive-only program for 2013

Issue: Should we use only flash drives next year or again provide the option of flash drive or printed program?

Discussion:

- No comments or complaints at this year’s meeting about the flash drives
- Printed copies wanted for commemorative purposes
- Concern was expressed about the lack of printed copies for next year
- Will have computer terminals available in Dallas for looking up panels. The costs of renting the computers will be less than making copies
- Posters with diagrams of floor plans should be made for next year since they will not be printed in the program
- Need to educate and disclaim the fact that there will be no more printed programs
 - Email membership
 - Add line to email registration confirmation

Dallas meeting will have no printed programs.

3:14-3:35 Katrina Baum, NIJ Office of Research Partnerships

Attending today’s meeting to engage in a dialog about improving the relationships between ACJS and NIJ’s Office of Research Partnerships (ORP). The purpose of this new NIJ office is to cultivate partnerships with agencies both inside and outside of government. ORP’s five guiding principles are (1) multiply the impact of our work (2) add value to the field of criminal justice (3) increase efficiencies (4) expand resources and opportunities (5) have no boundaries. Asked the board: (1) What are the needs of ACJS? (2) What does ACJS need from NIJ (3) How can NIJ and ACJS work together to disseminate research to the field?

A motion was made by Payne and seconded by Day to create an ad hoc committee of four people to explore a more formal partnership between ACJS and ORP. Motion passed with all in favor (11-0).

Committee will be chaired by Payne and will include Jim Frank. Others asked to participate include: Jay Albanese, Bob Langworthy, and Jim Finkenauer

3:37-3:54 Heather Pfiefer, Program Chair

(1) Suggestions about programs at future meetings

- Older members seem to prefer printed copies of the program while the younger members favored the flash drives
- Maps of hotel floor plans need to be made available to members if we go all electronic
- Board needs to continue to remind members that we will no longer print the program
- Consider emailing the program to members so it is easier to access from electronic devices that do not have USB ports for the flash drives

(2) ACJS willing to create a Facebook page?

- Facebook page would provide a place to post photos from conference
- Need to control who would be able to post on the wall
- Cathy Barth would create and control page
- A way to send out reminder messages to membership

(3) Report from roundtable regarding no shows/no calls for conference participation. Some suggestions:

- ACJS registration is very cheap compared to other conferences. One suggestion would be to increase the price so that not showing up becomes more costly.
- Abstract submission forms should designate who will be the presenter(s). ACJS could initiate a 30 day window where presenter(s) must register for the annual meeting. The 30 day window could be from either the portal closing or from the sending of the email confirmation.

(4) Panel Chair Surveys

- Will be emailed soon.
 - Asked if it could be emailed sooner in future so that the panel chairs could complete it immediately after the session rather than waiting until a later date.
- Need to encourage a panel chair protocol where the chair would email panelists. This should occur by means of (at least) two emails with the first indicating the chair will be happy to meet/see them at the annual conference and the second email inquiring about technology. This information will be placed in the panel chair letter.

A motion was made by Owens and seconded by Day to accept the oral Program Report on 2012 Annual Meeting. Motion passed with all in favor (10) and one absent (Gordon).

e. Discussion of hotel cancellation procedure

It has been an ACJS practice for several years now to charge one night for hotel cancellations made a month prior to the annual meeting. This year the fee was imposed for cancellations made after February 15, 2012. In prior years, the hotels have applied the procedure but this year it is being implemented by ACJS.

The executive board would like to know what other organizations do in order to meet hotel room requirements. Cathy Barth will inquire with Experient.

A motion was made by Day and seconded by Miller to suspend the procedure for paying one room night for the New York City conference and to refund people who have already paid the one night fee as a gesture toward our members. The motion failed with 2 in favor and 9 against.

f. Employment Exchange issue regarding hiring institutions

Dots (green) are provided only for hiring institutions and not for individuals in order to help protect those on the market who are already employed.

The employment exchange expects to go fully online next year and as such will do away with the binders.

- g. ACJS Policy 204.01 – Revised
- h. ACJS Policy 301.01 – Revised
- i. ACJS Policy 700.01 – Revised

NOTE: Section VII was revised to read:

VII. Extension of Editor Term

At the end of the editor's term, and after the Executive Board's evaluation of the original search criteria, original editorial goals proposed by the current editor, publisher reports, and any other pertinent information, the Executive Board may appoint the current editor for one full additional three year term. The President will solicit from the current editor an indication of interest in continuing prior to constitute a search committee. At the end of the editor's second term, an editor search shall be conducted pursuant to this policy.

- j. ACJS Policy 802.01 – Revised

NOTE: should be revised to read “except for sworn state and federal law enforcement officers who are required by state and federal law to carry a weapon”

A motion was made by Frank and seconded by Mueller to accept the revisions to Policies 204.01, 301.01, 700.01, and 802.01 with the noted changes listed above. The motion passes with all in favor (11-0).

XII. New Business

- a. Board Liaisons to Standing Committees for 2012-2013
 - Academic Review = Payne (by Policy)
 - Affirmative Action = Muraskin
 - Assessment = Piquero
 - Awards = Mueller
 - Budget, Finance, and Audit = chaired by Payne (by Policy)
 - Constitution and By-Laws = Day
 - Ethics = Miller
 - Membership = Reichel
 - Nominations and Election = chaired by Barlow (by Policy)
 - Program = Hemmens
 - Publications = Gordon
 - Student Affairs = Montague

Question: Should we have liaisons with sections?

This should be raised at next year's (Dallas) meeting with Executive Board members and Regional Leadership to see whether it is something worth pursuing.

b. Continuation of 2011-2012 Ad Hoc Committees

The following ad hoc committees will be reconstituted for 2012-2013: (1) committee of National Criminal Justice Month (2) Employment Exchange (3) Public Policy Committee

c. 2012 Elections

The following positions will need to be filled: (1) 2nd Vice President (2) Secretary (3) Trustee-At-Large (4) Region 1 Trustee (5) Region 5 Trustee

d. Katrina Baum, NIJ Office of Research Partnerships

NOTE: moved earlier in agenda. See above.

e. Executive Director Search

By policy the search committee is chaired by the Treasurer (Dave Owens) and includes 1st Vice President (Jim Frank), and 2nd Vice President (Brian Payne). Immediate Past President (Melissa Barlow) has also been added to the search committee.

The committee will write a new ad (with input from current Executive Director Mittie Southerland) and circulate it to the executive board via email for an email approval.

Note: the search must be completed by July 1, 2012.

XIII. Adjourn

A motion was made by Miller and seconded by Day to adjourn the meeting. Motion passed with all in favor (11-0).

Meeting adjourned at 5:01 pm.

Minutes submitted by Nicole Leeper Piquero.