

**ACJS ANNUAL BOARD MEETING
AGENDA**

**Saturday, February 17, 2018
New Orleans, LA
Eglinton Winton, Hilton 2nd Floor**

IN ATTENDANCE: Faith Lutze (President), Cassia Spohn (2nd Vice-President), Nicole Piquero (Immediate Past President), Marlyn Jones (Treasurer), Heather Pfeifer (Secretary), Aimee Delaney (Region 1 Trustee), Leah Daigle (Region 2 Trustee), Christine Nix (Region 4 Trustee), Ricky Gutierrez (Region 5 Trustee), Peter Benekos (Trustee-At-Large), Anthony Peguero (Trustee-At-Large), Ashley Blackburn (Trustee-At-Large), John Worrall (Executive Director)

I. Welcome, Congratulations to New Board Members, and Introductions

- President Lutze called the meeting to order at 2:07pm and officially welcomed the new board members – Cassia Spohn, Anthony Peguero, and Christine Nix

II. Review Agenda

- A motion to approve the agenda was made by Piquero and seconded by Jones. The motion carried unanimously with no abstentions.

III. President's Report (Lutze)

- Lutze presented the list of nominees to each of her standing committees. Lutze informed the members of ARC about the removal of staggered terms in order to allow more members to serve. Piquero raised the question about whether the Board needs to continuously approve the membership of the committees, with the exception of Chair and Deputy Chair and select committees (e.g., Ethics). Delaney noted that in Article VIII, Section 7 and Section 8 of the Constitution and By-Laws notes that these appointments are at the discretion of the President, 1st Vice President, Chair and/or Deputy Chair of each committee. However, Policy 300.04 contradicts the aforementioned Article by stating the Executive Board will “review” the committee appointments at the Friday meeting at the annual meeting, and the title of the Policy uses the word “Approve.” Therefore, the Board will now simply review the list of the nominations submitted and raise questions if necessary.

- **ACTION ITEM:** A motion to eliminate Policy 300.04 so the Executive Board no longer has to approve committee membership was made by Piquero and seconded by Spohn. The motion carried unanimously with Jones abstaining.
- Lutze noted the Chair of the Ethics Committee expires at this meeting. The Trustees-At-Large need to inform the committee to vote to select a new Chair. The committee is fully staffed – two new members were approved at the mid-year meeting.
- Revised budget – Lutze reviewed updated figures for her proposed budget to include the additional expenditures that were approved at the Wednesday meeting, and noted she would use the \$10,000 already embedded in the budget to sponsor coffee bars at the 2019 meeting since many members are looking for tangible ways the Academy can give back to the membership to make the conference experience better. Lutze also reported that Sage approached her to discuss their Faculty Development Workshop they sponsor and expressed that they are interested in ACJS helping to revise the workshop. They informed her that an author/donor associated with Sage has expressed interest in giving \$30,000, which could be in part applied towards the faculty development workshop as well as offer a few scholarships of \$2,000-\$3,000 each year. Lutze mentioned the overlap in curriculum between the Doctoral Summit and Faculty Development Workshop, and proposed a possible merger of the two events if Sage would help fund the initiative since there would be a larger number of attendees since the workshop is usually attended by 70 junior faculty members. Lutze approached the Chair of the Doctoral Summit, Pfeifer, to help draft a proposal for \$15,000 sponsorship to present to Sage.
 - **ACTION ITEM:** A motion to approve the President’s revised budget for 2018-2019 was made by Piquero and seconded by Benekos. The motion carried unanimously with no abstentions.
- A motion to approve the President’s oral report was made by Jones and seconded by Gutierrez. The motion carried unanimously with no abstentions.

IV. 1st Vice President’s Report (Unnithan)

- No report given

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

- Nothing to report.

VI. Immediate Past President's Report (Piquero)

- Nothing to report.

VII. Treasurer's Report (Jones)

- Nothing to report.

VIII. Secretary's Report (Pfeifer)

- Nothing to report.

IX. Executive Director's Report (Worrall)

- Worrall reported that he, Barth, and Lutze will go on a site visit to Chicago to select which hotel to sign the contract for the 2024 annual meeting
- A motion to approve the Executive Director's oral report was made by Benekos and seconded by Delaney. The motion carried unanimously with no abstentions.

X. Association Manager's Report (Barth)

- Worrall reported on behalf of Barth. He reported the attendance for 2018 annual meeting was approximately 1,650. This matches the average attendance of the prior conferences over the past five years. The hotel block at the Hilton was filled however the overflow hotel (Omni) did not achieve its allotted room block, so the Academy will have to absorb the cost but it will not be too significant.
- Possible mid-year dates for Baltimore – Saturday, October 6th is preferred. (Board arrive Friday, October 5th and depart on Sunday, October 7th).
- A motion to approve the Association Manager's oral report was made by Piquero and seconded by Gutierrez. The motion carried unanimously.

XI. Program Report on 2018 Annual Meeting (Piquero)

- Nothing new to report.

XII. Old Business

- CJRA Discussion (Caitlyn Kizielewicz and Peter Wood) – Peter highlighted plans for the 2018-2019. A Congressional Briefing is scheduled for May/June – CJRA will be hosting a panel on the NIJ report on homicides, race, and opioid that was recently released. Nancy LaVigne will moderate the discussion. Caitlyn is currently establishing protocols for profiling/featuring articles out of the three journals of the Academy. Broadening outreach to feature the research of the experts in the CJRA directory – sharing with media, sharing with policymakers. Working closely with Taylor & Francis to identify the articles that have the largest downloads. Have an established protocol for how experts from ACJS membership can be vetted and approved for inclusion in the CJRA Expert Directory, working with Cathy to market this opportunity to the membership.
- ARC Focus Group Report – the Interim Chair sent the President a copy of the report from the focus group that was completed at this year’s annual meeting, which was attended by eight full-time faculty members, representing seven universities and colleges. The feedback from the participants about the value of certification was lukewarm. The question before the Board is whether to continue with the certification process, amend it, or eliminate it altogether. Lutze reported she attended the ARC meeting yesterday, and shared the main points that were discussed. Lutze said she would advocate on their behalf to the Board, however if she noted if no major movement/progress was observed in the upcoming year, she could no longer support it. A few Board members raised questions on how the program representatives were selected to attend the focus group. A suggestion was made for ACJS/ARC to administer a survey to all the membership to evaluate their perception of the value of certification, program review, and technical assessment to identify which, if any, avenue to continue to pursue. Benekos noted that program review and technical assistance does align well with assessment, and reinforces the Academy’s mission of supporting quality criminal justice education. Jones questioned what, if any, repayment should ACJS make to those institutions that recently completed the process if the Academy chooses to eliminate it. Worrall noted six programs are due for recertification within the next two years.
 - **ACTION ITEM:** A motion to eliminate the certification program was made by Piquero and seconded by Nix. The motion carried with 9 in favor, 1 opposed, and 1 abstention. This action only reflects that we will not certify any new programs.

- A proposal on how to phase out this program will need to be addressed at the mid-year meeting. (TABLED ISSUE). The President appointed Piquero, Pegeuro, Daigle, and Gutierrez to an ad hoc committee to draft the proposal, with Piquero chairing.
- Doctoral Summit Review (Pfeifer) – Pfeifer summarized the draft proposal for the 2019 Doctoral Summit, which reflected a path to significantly reduce the financial cost to the Academy. Lutze again raised the question of whether it may be beneficial to approach Sage about partnering with the Doctoral Summit to take the lead on its professional development workshops given the overlap in content between the two events. She noted this would significantly broaden the audience and thereby expand the number of members who benefit from attending. Piquero raised some concerns about the appropriateness of mixing the two audiences given the differences in where each group is in their respective academic career. Lutze noted that one option might be to offer a few workshops that both junior faculty and doctoral students could attend, but also offer concurrent sessions that are exclusive for each of the respective groups. The Board suggested that this topic should be explored more carefully through an Ad Hoc Committee that would work with Lutz to draft a proposal for Sage on how ACJS could help to revamp the Sage Professional Development Workshop for Junior Faculty, and explore possible opportunities to partner with the Doctoral Summit. Piquero offered to chair the committee.
 - ACTION ITEM: A motion to adopt the Doctoral Student report with the recommendations for implementation in 2019 was made by Jones and seconded by Blackburn. The motion carried unanimously with Pfeifer abstaining.
- ACJS Committee Policy Revision (Lutze) - Lutze presented the revised language for Policy 302.01, 309.01, and 400.01, which modifies the process for staffing select committees and limits the number of staggered terms to just the leadership (e.g., Chair, Deputy Chair) of the committee. The Ad Hoc Committee is being tasked with reviewing the ARC policy (400.01)
 - ACTION ITEM: A motion to approve to approve the amended language to Policy 302.01, 309.01, was made by Piquero and seconded by Delaney. The motion carried unanimously with no abstentions.

- **TABLED ITEM:** Policy 400.01 will be addressed at the mid-year meeting.
- Employment Bulletin Pricing Structure (Worrall) – Worrall noted that ACJS currently charges \$495 (1 month), \$745 (2 months), \$995 (6 months) for institutions to advertise on the ACSJ website, whereas ASC charges \$225. The revenue from this source has been steadily declining. Therefore, Worrall proposed to revise the price structure to \$350 (1 month), \$550 (2 months), and \$750 (6 months).
 - **ACTION ITEM:** A motion to approve the proposed pricing structure was made by Piquero and seconded by Delaney. The motion carried unanimously with no abstentions.
- Historian – Oral History Project (Albanese) – Lutze shared that Albanese provided an update on the progress of this project. The Board will continue to support this initiative.
- NGO Policy Revisions (Janice Joseph) –
 - **ACTION ITEM:** A motion to approve the recommended change to the NGO Representative and Representatives to Other Organizations Policy 101.07 to reflect a change to the start date for the Alternate NGO Representative was made by Piquero and seconded by Daigle. The motion carried unanimously with no abstentions.
- International Section Budget for 2018-2019 (Harry Rhea)
 - **ACTION ITEM:** A motion to approve the International Section’s budget was made by Piquero and seconded by Blackburn. The motion carried unanimously with no abstentions.
- Police Section: Clarification of Peer-Review Language, Clarification of Innovation in Police Award, Police Section Budget for 2018-2019 (Steve Morreale)
 - **TABLED ITEM:** The Board requested that this report and budget be tabled so it could be reviewed more carefully after the annual meeting. A vote will be taken via email.

- Drug and Alcohol Studies: Report and Budget for 2018-2019 (Hayden Griffin)
 - **ACTION ITEM:** A motion to approve the Drug and Alcohol Studies Section report and proposed membership fees (\$20 for regular members; \$5 for students) was made by Piquero and seconded by Benekos. The motion carried unanimously with no abstentions.

- Co-Editor of Journals Compensation (Worrall) – Worrall spoke with Megan Kurlycheck about the possibility of bringing on a co-editor. She stated she would like the opportunity to pursue hiring a co-editor. Spohn noted that at the JQ editorial meeting, a question was raised as to whether the co-editor would also have a managing editor. The Board informed Worrall to communicate with her to draft a proposal on how to select a co-editor, and to implement the process. The Board would like the proposal by the end of April. The Board will review that proposal over email, and if appropriate, vote on it.

XIII. New Business

- Board Liaisons to Standing Committees (Lutze):

2018 – 2019 Assignments:

Academic Review – Spohn (by policy)

Affirmative Action – Gutierrez

Assessment – Blackburn

Awards – Peguero

Budget, Finance, and Audit – N/A (Chaired by Spohn)

Constitution and By-Laws – Nix

Ethics – Piquero

Membership – Daigle

National Criminal Justice Month - Delaney

Nominations and Elections – N/A (Chaired by Piquero)

Program – Lutze

Public Policy - Jones

Student Affairs – Benekos

Crime and Justice Research Alliance – N/A

- Continuation of 2017-2018 Ad Hoc Committees (Lutze):
 1. Employment Exchange - Ruiz
 2. Doctoral Summit - Pfeifer
 3. Innovator Award for Practitioners - Delaney
 4. Committee on History Mini Grants - Blackburn

- Ideas to improve membership’s experience at the annual meeting (technology and swag) – Lutze noted she will put together an Ad Hoc Committee to address the

ease of use of the ACJS app at for the membership at the conference to see how it can be approved.

XIV. Adjourn - a motion to adjourn was made by Piquero and seconded by Jones. The motion carried unanimously. The meeting adjourned at 5:05pm.