

**ACJS ANNUAL BOARD MEETING
AGENDA**

**Friday, March 24, 2017
Kansas City, MO
Salon 7 (Roosevelt)**

In Attendance: Nicole Piquero (President), Faith Lutze (1st Vice-President), Prabha Unnithan (2nd Vice-President), Marlyn Jones (Treasurer), Heather Pfeifer (Secretary), Aimee Delaney (Region 1 Trustee), Leah Daigle (Region 2 Trustee), Victoria Beck (Region 3 Trustee), Camille Gibson (Region 4 Trustee), Ricky Guitterez (Region 5 Trustee), Peter Benekos (Trustee-At-Large), Bitna Kim (Trustee-At-Large), Ashley Blackburn (Trustee-At-Large), Mary Stohr (Executive Director), Cathy Barth (Association Manager)

- I. Welcome, Congratulations to New Board Members, and Introductions
 - President Piquero called the meeting to order at 2:00pm and welcomed the Board, and then asked each individual to introduce themselves.
- II. Review Agenda – A motion to approve the agenda was made by Boyd and seconded by Jones. The motion passed unanimously (no abstentions).
- III. President’s Report (Piquero)
 - Piquero presented her report orally. She shared that she attended the CJRA meeting and informed them that the Board approved the proposed budget (e.g., contracts), however reiterated that the Board must have all future budgets and proposals by no later than September 1st so all proposals can be reviewed at the mid-year meeting. Boyd informed the Board that he had a number of conversations with ASC board members who shared with him that ASC had *not* signed the contract but rather were paying the consultants on a month-to-month basis because they were not in favor of the proposed terms. Boyd suggested the Board revisit the decision to approve the KizzComm contract.
 - Piquero stated that she notified the new editor of ACJS Today of the Board’s approval and confirmed his start date.
 - A motion to accept the President’s report was made by Marlon and seconded by Pete. The motion passed unanimously (with no abstentions).
- IV. 1st Vice President’s Report (Lutze)

- Lutze presented her report orally –she stated that she had informed Shaun Gabbidon that he has been selected as the new editor of JCJE. She noted she wants to speak with Tina Freiburg about reapplying next time because the Search Committee also found her to be a strong candidate for the position. Lutze stated the advertisement for the position of Executive Director will go out on Friday. She noted a few members have already approached her about applying. She will serve as Chair of the search committee, and Piquero, Unnithan, and Jones will serve as members. Lutze noted she spent time during the conference networking with the membership to help build interest in upcoming meeting in New Orleans, and the one following in Baltimore. She noted she will have the program framework for the 2018 meeting ready by the mid-year meeting. She intends to incorporate thematic days to structure events around areas of expertise to help boost attendance, and would like to structure the program so people are encouraged to concentrate their attention on specific days, thereby free up their time to explore the city during the other days. Lutze noted that while the overall feedback she received from this year’s attendees was positive, she also did hear some complaints about low attendance at some of the panels, and the lack of quality of some of the presentations.
- A motion to accept the 1st Vice President’s report was made by May and seconded by Ricky. The motion passed unanimously (with Lutze abstaining).

V. 2nd Vice President’s Report (Unnithan)

- Unnithan presented his report orally – Unnithan noted he will be overseeing the 2020 annual meeting in San Antonio, and he has spoken with Stephanie Mizarhi to serve as program co-chair (she agreed) and is now working on securing a second co-chair. He will be working on ideas for the program theme, and is starting to recruit local arrangements chair, He welcomes any suggestions the Board might have.
 - a. ACTION ITEM: Committee Appointments (if known) – none at this time.
- A motion to accept the 2nd Vice President’s report was made by Jones and seconded by Delaney. The motion passed unanimously (with Unnithan abstaining).

VI. Immediate Past President’s Report (Boyd)

- Boyd presented his report orally – Boyd stated he received positive feedback from the attendees he spoke with, and many shared positive comments about the increased presence of the practitioners, as well as the city. Boyd also noted panels he helped organize in conjunction with the Minorities and Women section were very well attended. Unnithan noted that one complaint he heard from one of the practitioners that she was disappointed in the quality of some of the panels (e.g., lack of preparation, quality of presentation, people not showing up). The Board acknowledged there are challenges to managing accessibility and accountability. Some suggestions proposed: tracking individuals who fail to show up and do not notify the chair of the panel; blocking individuals who has failed to show two times from submitting an abstract in subsequent year; encourage members to utilize the survey in the mobile app to provide feedback on sessions and overall program; or, charge the program chair with reaching out to all authors prior to conference to confirm attendance (set up guidelines; instruction sheet ... chair brings the laptop). Next year, Boyd suggested the Board identify “feature panels” in the program that are ensured to be high-quality.
- A motion to accept the Immediate Past President’s report was made by Jones and seconded by May. The motion passed unanimously (with Boyd abstaining).

VII. Treasurer’s Report (Jones)

- Jones presented his report orally – she stated all documents will be signed at end of today’s meeting to confirm her transition into the role of Treasurer.
- A motion to accept the Treasurer’s report was made by Boyd and seconded by Kim. The motion passed unanimously (with Jones abstaining).

VIII. Secretary’s Report (Pfeifer)

- Pfeifer presented her report orally – she stated she had nothing to report at this time.
- A motion to accept the Secretary’s report was made by Boyd and seconded by Jones. The motion passed unanimously (with Pfeifer abstaining).

IX. Executive Director’s Report (Stohr)

- Stohr presented her report orally – Stohr stated she accompanied Piquero to the CJRA meeting. She shared that 25 ASC past presidents released a joint statement

about current administration's policy/rhetoric through CJRA, but ACJS was not represented (again). Piquero noted that it would have been stronger if that statement came from both organizations. Stohr then shared that contract negotiations with T&F are currently underway for the new journal, and the parties are looking at an eight year contract with automatic renewal for another five years. Stohr noted she will be assisting with the search for the next ED. She would like the Board to explore offering an award to a practitioner for implementing evidence-based best practices – this individual could be from the city where the annual meeting is being held, or someone nationally renowned. Piquero suggested the Board create an ad hoc committee to explore how to implement this, and to draft a policy. Benekos volunteered to chair the committee, and Guitierrez, Delaney, and Boyd volunteered to serve as members. Lutze recommended that each Regional rep nominate a practitioner from their area.

- A motion to accept the Executive Director's report was made by Benekos and seconded by Unnithan. The motion passed unanimously (with no abstentions).

X. Association Manager's Report (Barth)

- Barth presented her report orally – Barth shared that the attendance for 2017 Annual Meeting was 1,554. She noted we are under our 80% reservation block because there were quite a few cancellations but the final count will be determined by the end of the evening. She stated she is currently working on possible site visit dates for New Orleans with the Executive Director, President, and program co-chairs. Possible date for the mid-year meeting is September 25th. She also noted some of the logistics for the 2017 meeting still need to be resolved. Given the overlap of the annual meeting with Mardi Gras, members are going to have to navigate street closures and parades 24/7 in the days leading up to the annual meeting (culminating on Fat Tuesday). This may make transportation around the city quite difficult. She noted the conference rate of \$199 will be in effect Monday through Saturday, however the hotel may offer a reduced rate for weekend prior to the conference for members who want to come in early, but it will be in excess of \$360 per night. Barth expressed concern that because many people will be looking for hotels during this same time period, but those not attending our annual meeting, they may end up posing as one of our members to get the conference rate, and cut into our room block. To prevent this, we may want to consider assigning a special code that is only released to the members to

enter online when booking their reservations, or give on the phone. One challenge with that strategy is that many of the attendees are non-members.

- A motion to accept the Association Manager's report was made by Boyd and seconded by Beck. The motion passed unanimously (with no abstentions).

XI. Program Report on 2017 Annual Meeting (Boyd)

- Boyd noted he already shared the relevant information in the Immediate Past President's report (see above)
- A motion to accept Boyd's report was made by Benekos and seconded by Jones. The motion passed unanimously (with Boyd abstaining).

XII. Old Business

a. 2017-2018 Committee Replacements and ARC Appointments (Piquero)

- Piquero stated that she and Lutze are conferring on replacements. Boyd reported that Jerin is aware that his term as chair of ARC has ended, but he assumed he would stay on for another term. Boyd informed him this is not possible, Jerin indicated he would therefore step off the committee. Janice Joseph has agreed to serve as Deputy Chair, and Jeff Bouffard and Brian Byers will be added as members. Piquero and Lutze will find the third member.

b. 2017-2018 Committee Appointments (Lutze)

- All Deputy Chairs are in place with exception of Publications and Student Affairs Committees. However, Lutze reminded the Board that one issue raised at the Tuesday meeting is to dissolve the Publications committee. Lutze stated she will forward the complete list of nominations to the Board after the annual meeting for review and approval.

c. *Justice Evaluation Journal* Contract (Stohr)

- Already addressed in Executive Director's report (see above)

- d. ARC Committee Appointment Process Policy Revision (Piquero/Lutze)
- Piquero and Lutze will address this after the meeting and will forward language identifying the proper rotation to the Board for adoption.
- e. International Section: Corrected Budget (Cencich)
- A motion to approve the International Section's report and amended budget was made by Boyd and seconded by Lutze. The motion passed unanimously (with no abstentions).
- f. Restorative and Community Justice Section: Revised Report (Katz)
- A motion to approve the revised report for the Restorative and Community Justice Section was made by Boyd and seconded by Blackburn. The motion passed unanimously (with no abstentions).
- g. Security and Crime Prevention Section (Johnson)
- Barth reported that the current chair sent an email Tuesday that Brian Johnson has agreed to take over as chair. Barth has reached out to Johnson to alert him of the probation status, she has not received a response. Barth will be reviewing the by-laws to see how long the Section will remain on probation before the Section is dissolved.
- h. Victimology Section: Corrected Budget (Pfeifer)
- A motion to accept and approve the Victimology Section's report and budget was made by Boyd and seconded by Jones. The motion passed unanimously (with Pfeifer abstaining).
- i. Revised Policy 300.01 (Piquero)

- This matter is tabled ... A motion to approve the revised language to Policy 300.01 was made by x and seconded by x. The motion passed unanimously (with no abstentions).

j. New Policy 310.01 (Barth)

- A motion to approve policy 310.01 was made by Boyd and seconded by Unnithan. The motion passed unanimously (with no abstentions).

k. Revised Policy 504.01 (Barth)

- Barth sought further clarification on how the policy language is to be framed. She will present the new language to the Board via email for approval.

l. KizComm Contract (Benekos) – Benekos stated that ASC is currently paying KizComm on a month-to-month basis, they have not signed the contract. (The new contract was to begin January 1, 2016 and end December 31, 2017). Moreover, ASC is paying at the original rate. He stated that discussions with a number of the ASC representatives revealed that they are not opposed to both organizations revisiting the terms of the contract as neither organization is in favor of the increased fee, and we (the ACJS board) would also like to see more evidence of deliverables that illustrate the services are indeed benefitting the Academy. Piquero she expressed concern that since she told ASC leadership after the prior Board meeting we agreed to the contract, this change of direction will put ACJS in an unfavorable light; Lutze echoed that sentiment. Benekos and Boyd countered that given the new information provided by ASC representatives, the Board should rescind its original vote. One question raised was if ACJS agrees to honor the prior vote and thereby agree to the increase in the budget, but ASC does not vote in favor of the new contract, will ACJS be obligated to cover the full amount of the new contract? Stohr also expressed concern that another possible consequence of backing out of the contract at this point may undercut the work that has been done to build CJRA committee and alienate many of its members. Benekos and Lutze suggested one possible compromise is to go back to KizComm with a counter-offer that states we will agree to sign the contract, but at the original rate.

A motion to rescind the Board's original vote to approve the contract, and for the President, Executive Director, and Treasurer of the Academy speak with the leadership of ASC to clarify the specifics of the contract (e.g., did ASC sign the contract, how is KizComm currently being paid and at what rate, and is ASC likely to approve the contract as currently written) was made by Boyd and seconded by Gibson. The motion carried with 6 voting in favor, 3 voting against, and 3 abstentions.

Piquero stated that after she, the Executive Director, and the Treasurer will get the information from ASC leadership about how they'd like to proceed with the contract negotiations, and she will then share the information with the Board, and if appropriate, schedule a conference call. Piquero noted that for future email votes, we need to be careful to not include the names of individuals who are nominated for awards because that information can be requested via FIA.

XIII. New Business

a. Board Liaisons to Standing Committees (Piquero):

2017 – 2018 Assignments:

Academic Review – Unnithan (by policy)

Affirmative Action – Guterrez

Assessment – Ashley

Awards – Leah

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

Constitution and By-Laws – Pfeifer

Ethics – Boyd

Membership – Gibson

National Criminal Justice Month - Delaney

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

Program – Piquero

Public Policy - Blackburn

Publications – Kim

Student Affairs – Benekos

Crime and Justice Research Alliance – N/A (Jones on Committee by policy)

b. Continuation of 2016-2017 Ad Hoc Committees (Piquero):

1. Employment Exchange – Jim Ruiz indicated he is willing to remain on as chair, as will Jonathan Lee
2. Doctoral Summit (until Constitutional Amendment is voted upon) – Pfeifer (chair), Deeanna Button, Cherie Carter, Brandon Applegate, and Lorenzo Boyd

3. President's Committee on ACJS Service, Leadership, and Succession - dissolved
 4. Executive Director Search Committee – Lutze (chair), Piquero, Unnithan, Jones,
- c. Posting of Minutes on ACJS Website: Parameters (Stohr) – Taylor and Francis informed us that some of the confidential information regarding contract negotiation was included in the minutes that was subsequently posted on the web. Barth will redact any information in question from the minutes prior to posting to the website and for public consumption.

A motion to redact the confidential information from Taylor & Francis contract negotiations from the minutes was made by Unnithan and seconded by Jones. The motion passed unanimously (with no abstentions).

- d. Western Region Inclusion of Colorado (Gutierrez) – Colorado has requested to be reassigned to Region 5 (Western) (e.g., leave Region 4). Both Region's leadership are in support of this change. This is an informational item for the Board.
- e. Dissolution of Tellers and Publications Committees (Lutze) – Given the shift to electronic voting for elections, there is no longer the need for a committee to count paper ballots and validate the results, therefore she recommends this ad hoc committee be dissolved. The Board agreed. Similar questions were raised about what the purpose of the Publications committee given that all of the Academy's publications are overseen by an editor and an editorial board.
- A motion to dissolve the Publications Committee was made by Lutze and seconded by Blackburn. The motion carried with 9 voting in favor, 1 opposed, and 2 abstentions. Barth stated she will place this on a ballot for the membership to vote on.

XIV. Adjourn

- A motion to adjourn was made by Boyd and seconded by Delaney. The motion passed unanimously (with no abstentions). President Piquero officially concluded the meeting at 5:00pm.