

ASC EXECUTIVE BOARD MEETING MINUTES

Tuesday, November 12, 2024
San Francisco Marriott Marquis
Laurel Room, 3:00 pm to 7:00 pm

In attendance - Katheryn Russell-Brown, Rod Brunson, Jennifer Cobbina-Dungy, Bonnie Fisher, Natasha Frost, Valerie Jenness, Shadd Maruna, Henrika McCoy (via Zoom), Ojmarrh Mitchell, Anthony Peguero, Andres Rengifo, Chris Sullivan, Min Xie, and incoming Board member Ebody Ruhland, Marisa Omori, Chris Eskridge (recorder)

The meeting was called to order by ASC President Val Jenness at 3:00 pm Pacific time on Tuesday, November 12, 2024

1. The Board approved the establishment of the Division of Qualitative Research.
2. The Board approved the establishment of the Division of Health and Disability Criminology.
3. The Board charged the Finance Committee with creating a detailed, legible spreadsheet for the Board, with an annotated version (e.g., a budget narrative), budget projected and actuals from the year before, and a recommendation about the appropriate amount of reserves.
4. The Board approved a 2-year Annual Meeting Travel Grant pilot program and an Ad Hoc Committee to administer the pilot program and report back in 2026. The Board defers to the discretion of the committee to determine the division of the five awards allocated to faculty, students and others (ASC membership notwithstanding), expecting them to report back in 2026. The funds will be allocated prior to the meeting in which the recipients are funded.
5. The Board approved that an interim Executive Secretary be instituted immediately via a policy until the position can be added as a Constitutional amendment in 2025 election, and the Constitutional amendment would enshrine the position of Executive Secretary with duties as described in the report of the Ad Hoc Committee dated November 11, 2024.
6. The Board approved that we create an electronic nominations application and review system operated by the ASC staff, for all ASC awards, excluding those administered by Divisions.
7. The Board approved to a change in the Peterson Fellowship submission deadline from March 1 to February 1 in the 2026 application cycle.

8. The Board approved to the plan to simplify and clarify application criteria and eligibility for the Peterson Fellowship.
9. The Board asks the Chair of the Peterson Fellowship Committee to consider holding a virtual workshop for potential applications, given that the students may have questions, or post a short video of how to improve their applications.
10. The Board approved the development of a formal mechanism for voting online.

The meeting adjourned at 6:30 pm.

ASC Executive Board Meeting Agenda
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San Francisco, California

1. *President's Greeting (Val - 3 minutes)*
 - A. [Welcome Message for the Annual Meeting in San Francisco](#)
 - B. [Report on the San Francisco meetings](#)
2. *Consent Agenda (5 minutes)*
 - A. Division of Qualitative Research petition ([Letter to the Board](#))
 - B. Division of Health and Disability Criminology petition ([Letter to the Board](#))
 - C. [Ethics Committee Report](#)
 - D. [Oral History Project Report](#)
 - E. [United Nations Liaison Report](#)
3. *Announcements and Reporting Out (30 minutes)*
 - A. Director's Report ([Report](#); [Membership Count 2023](#); [Division 2024 Numbers](#))
 - B. Financial Report ([Report](#); [Balance Sheet 9/24](#); [Profit & Loss 9/24](#))
 - C. BJS research collaborative initiative response - Min
 - D. Finance Committee ([2024 Budget](#)) - Val
 - E. Scientific Integrity Committee – Val
4. *Action Items: Continuing Discussions (2.5 hours)*
 - A. Ad Hoc Committee to Address Award Naming ([Committee charge](#)) - Kathryn
 - B. [Committee on Annual Meeting travel grants](#) - Andres

- C. Executive Secretary ([Executive Secretary position other professional societies; Executive Secretary narrative](#)) - Val
 - D. [Committee on Strategic Communications Plan](#) - OJ
 - E. [Peterson Committee](#) - Jennifer
 - F. Recommendation from the poster award committee ([Poster award report](#)) - Val
5. *Action Items: New Discussion (30 minutes)*
- A. Developing a formal system for voting in meetings
 - B. Developing a formal system for thanking people for the ASC-related service - Val
 - C. Surveying the members - Val, Kathryn, and Natasha
 - D. Gender in ASC policy and narrative - Callie
 - E. Legal Counsel for ASC ([Whiteford Law Firm](#)) - Chris, Val, Katheryn
 - F. Financial Advising for ASC (and how it relates to the work of the Finance Committee & the Board's understanding of the budget) - Chris, Val
 - G. Climate Committee: Next Steps ([2022 Meeting Climate report](#)) - Jennifer, OJ, Anthony and Rod (authors of 2022 report)
 - H. [ASC staffing and staffing levels](#) - Val, Katheryn, and Natasha
 - I. Recusal Policy ([Draft recusal policy](#)) - Val
6. *New Business*
- A. [President's Report to the Board](#)
7. *Future Meetings of the ASC Board*
- A. Saturday, November 16, 2024, 9:30 pm – 3:00 pm; San Francisco
 - B. 3:00 to 7:00 pm, Friday, April 25 continuing Saturday, April 26 from 8:00 am to 5:00 pm, Washington, D.C. Marriott Marquis