

**CONSTITUTION AND BY-LAWS
OF
THE AMERICAN SOCIETY OF CRIMINOLOGY**

PREAMBLE

The term criminology as used hereinafter refers to all scholarly, scientific and professional knowledge concerning the etiology, prevention, control, and treatment of crime and delinquency, including the measurement and detection of crime, legislation, and the practice of criminal law, the law enforcement, judicial, and correctional systems.

I. Name of the Organization

The name of the Society shall be THE AMERICAN SOCIETY OF CRIMINOLOGY.

II. Purpose and Objectives

- A. To bring together in one multidisciplinary society persons actively engaged in research, teaching, and/or practice in the field of criminology;
- B. To foster criminological scholarship, research, education, and training within academic institutions and within the divisions of the criminal justice system, including public and private agencies concerned with crime, justice, and corrections;
- C. To encourage scholarly, scientific and practical exchange and cooperation among those engaged in criminology;
- D. To serve as a forum for the dissemination of criminological knowledge.

III. The Executive Board

- A. The Executive Board shall administer the affairs of the organization. It shall consist of the following officers as voting members:
 - 1. The elected officers
 - a. President
 - b. President-Elect
 - c. Immediate Past President
 - d. Vice President
 - e. Vice President-Elect
 - 2. The appointed officers
 - a. Executive Secretary
 - b. Treasurer
 - c. Editor of CRIMINOLOGY: AN INTERDISCIPLINARY JOURNAL
 - 3. Executive Counselors
 - a. There shall be six elected Executive Counselors.
 - b. In the event of death or resignation of an Executive Counselor, the President shall appoint the next runner-up from the same election for the remainder of the term.
- B. The Editor of THE CRIMINOLOGIST will be an ex officio (non-voting) member of the Executive Board.

- C. **Committee Chairpersons**
Chairpersons of Society committees who are not members of the Executive Board may attend its meetings without having voting rights. Such other persons as the President and Board deem appropriate may also attend, upon invitation, without voting rights.
- D. **The Executive Board shall:**
1. Form the policies of the Society;
 2. Determine the date and place of the Annual Meeting and outline the program for this meeting;
 3. Instruct the Treasurer on criteria for acceptance of all applications for membership in the Society;
 4. Ratify the budget for the Society;
 5. Audit the accounts and disbursements of the Society;
 6. Ratify the appointment of the various Editors of the Society's journal, **CRIMINOLOGY: AN INTERDISCIPLINARY JOURNAL**, the Publications Committee and any other committees of the Society;
 7. Fill vacancies on the Board by a majority vote of the Board.
- E. The actions of the Executive Board shall be adopted by a majority vote of the Board.
- F. A quorum of the Executive Board shall consist of half plus one of the total number of members.
- G. The President, President-Elect, Executive Secretary, and Treasurer shall constitute an Executive Committee to act on behalf of the Board, at the request of the President, in between meetings of the Board.

IV. Officers

A. The President

1. Shall be the Chief Executive of the Society, shall represent the Society at formal gatherings, shall preside over the meetings of the Executive Board, shall preside over the Annual Meeting, and shall appoint such committees as deemed necessary.

B. Vice President

1. The Vice President shall preside over the meeting of the Society in the absence of the President and shall be empowered to conduct all necessary business of the Society in the event that a vacancy exists in the office of the President, or upon the disability of the President.

C. President-Elect and Vice President-Elect

1. The President-Elect shall become the President at the end of the predecessor's Presidential term of office.
2. The President-Elect shall appoint the Program Chairperson for the Annual Meeting subject to ratification by the Executive Board.
3. The Vice President-Elect shall become the Vice-President concurrent with the President-Elect assuming the presidency.
4. In the event that the Vice President must assume the duties of the President, the Vice President-Elect will assume the remaining term of the Vice President and will also serve his/her own term.
5. If the Vice President-Elect vacates his/her office for reasons other than replacing the Vice President, his/her place shall be taken by the runner-up in his/her election.

D. The Executive Secretary

1. The Executive Secretary shall be appointed by the Executive Board for a term of three years.
2. The Executive Secretary shall keep the Archives, records and minutes of the Society.
3. The Executive Secretary shall, following each meeting of the Society or the Executive Board, compile accurate minutes and proceedings of those meetings and forward a copy thereof to each member of the Executive Board.
4. The Executive Secretary shall serve as the Recording Secretary of the Society and of the Executive Board at its meetings.
5. The Executive Secretary shall supervise the elections for all offices listed in Section IV.

E. The Treasurer

1. The Treasurer shall be appointed by the Executive Board for a term of three years.
2. The Treasurer shall keep an accurate set of membership rolls, indicating whether each member has paid membership dues.
3. The Treasurer shall invoice, receive, and keep all monies due the Society and be prepared at all times to render an account of its income and disbursements, upon request of the President or the Executive Board.
4. The Treasurer shall draw all warrants of the Society and sign them for payment of the Society's expenses.

F. Qualification of Officers

Any active member of the Society in good standing shall be eligible to hold office after membership of at least one year's duration.

- G.** Any officer of the Society may be removed during his/her term by a membership referendum initiated either by three-quarters (3/4) vote of the Executive Board or by a petition of ten percent of the members. Fifty-one percent of the membership shall be required to vote affirmatively for removal to occur.

V. Elections

- A. The President with the approval of the Executive Board shall appoint a Nominating Committee of not less than five (5) members to oversee development of a slate comprised of at least two nominees for each office, such appointments reflecting the diversity of the ASC membership. The President will designate one member as chair.
- B. The announcement of results of the election of officers shall take place during the Annual Meeting of the Society each year.
- C. Newly elected persons shall take office at the close of the Annual Meeting following their election.
- D. Nominees for officer or Executive Counselor of the Society shall be ineligible to receive any awards except the Bloch Award from the Society during the pendency of the election.

VI. Membership

A. Active members shall be:

1. Those engaged in the discipline of criminology, as defined in the Preamble.
2. Membership shall be achieved upon review of application by the Treasurer.
3. Members in good standing. In order to participate in the nominations and/or voting processes of the Society, a member of ASC must be an Active, Emeritus, or Life member in good standing. To maintain membership in good standing, an ASC member must pay annual dues for the current calendar year.

B. Student members shall be:

Those studying full time in appropriate disciplines in colleges and universities or in approved training programs of criminal justice agencies.

C. Honorary members shall be:

Those persons who make exceptional contributions to criminology and are so approved by the Executive Board.

D. Emeritus members shall be:

Those retired persons who have been Active members for not less than ten (10) years and upon whom the Executive Board bestows the title.

E. Life memberships shall be:

Available to those who have been Active members for at least five years and have been approved for such membership by the Executive Board. A certificate acknowledging this status shall be awarded upon receipt of the sum equivalent to fifteen years dues.

F. Fellows

The title of Fellow is available to members in good standing who have, in the opinion of the Board, achieved distinction in criminology and have complied with such standards as are determined by the Executive Board. Fellow status shall be announced each year at the Annual meeting and the candidates will be acknowledged by the Society with the presentation of a Certificate at the Annual Meeting. No more than four (4) Fellows shall be designated annually, and each shall be elected by the Executive Board

G. Institutional

Institutional membership shall be available to any accredited institution of higher education offering a bona fide degree in the discipline of criminology (as defined in the Preamble, and regardless of the actual designation of the degree's field), or other organizations. Membership will be achieved upon review of the application by the Treasurer and majority vote on the application by the Executive Board.

H. Divisions

Divisions may be organized to represent major professional interests that lie within the scope of the Society as stated in the Preamble of the Constitution.

A Division may be established whenever three percent or more of the members in good standing of the Society petition the Executive Board and receive Board approval. Two-thirds affirmative vote of those present at any meeting of the Executive Board is required for the establishment of a new Division. The Board may create a Division provided that (a) the Division represents an active and functionally unitary interest of a group of members, (b) its proposed objectives fall within the scope of those specified in the Society's Constitution, (c) its membership is not restricted on any bases other than interests and Society membership and, (d) the establishment of any new Division is not inimical to the objectives of the Society or any other Division already established. Divisions may use a distinct name, provided they append to it the phrase: "A Division of The American Society of Criminology".

A petition for the formation of a new Division shall include in its prefatory statement the following: a statement of the proposed name and purpose of the Division, relevant evidence that the petitioners "represent an active and functionally unitary interest of a group of members", the names of the member or members sponsoring the petition or speaking for the petitioners and a statement that the individual petitioners ask for and will accept membership in the Division if it is established. The names of the petitioners should be followed by their ASC mailing address to assist in the unambiguous identification of the signers. The petition shall be transmitted to the Executive Secretary with designation of some individual who will speak for the petitioners in further communications. The Executive Board shall determine at its next regular meeting that the petition conforms to the technical requirements of the Rules. If it finds the petition in order, it shall invite the membership to comment in writing to the Board within the next 90 days. At a subsequent meeting, the Board shall consider the petition on its merits, together with supplementary materials and comments, and shall by a two-thirds vote either approve or reject the petition. If the petitioners choose, they may submit a statement amplifying the petition to make clear why they seek Division status. Following favorable action by the Executive Board, a new Division is constituted with it holds its first business meeting at the ASC Annual Meeting.

A Division shall be dissolved by the Executive Board when (a) the number of members with the Division falls below three percent of the members of the Society in good standing averaged over a two (2) year period, or (b) the Division votes to recommend dissolution. The Executive Board may also dissolve a Division for good and sufficient reason by a two-thirds vote of those present at a Board meeting, provided that the reason for dissolution is stated in writing by the Executive Board to the membership of the Division and that the Division membership has been given full opportunity to state the reasons for the continued existence of the Division.

A Division shall have a chairperson and such officers as it may desire. The qualifications for its officers and the number and method of their election shall be determined by the Division with approval of the Executive Board.

A Division shall draw up and maintain its own rules of procedure within the framework of the Society's By-Laws. Each Division shall file with the Executive Board a copy of its current regulations, and a list of its current officers and committees.

A Division may set dues. Such dues must be approved by the Executive Board and shall be collected and disbursed by the Treasurer of the Society subject to the rules and regulations of the Society.

A Division shall not enter into contracts, shall not own, publish, or manage a journal, or hold an annual meeting or convention that is not in conjunction with the Society's Annual Meeting. Divisions may not make awards or give out honors without Executive Board approval. Administrative functions of the Division may be handled by the Central Office, at the Division's expense.

A Division shall not make public statements on behalf of ASC unless so authorized by the Executive Board.

VII. Voting Procedure

- A. Nominations. The Nominations Committee shall oversee development of a slate of officers. Members in good standing for both the current and immediately previous calendar years shall be notified by mail, and invited to submit additional nominations two months prior to closing nominations. The invitation to submit nominations shall include a dues statement and a reminder to all persons that they cannot participate in the nominations process until they have paid their dues for the current year. Persons may submit dues along with names of nominees. Any member receiving two percent of the nominations from fellow members in good standing shall be entered on the ballot for the designated office. The Nominations Committee, subject to the approval of the Executive Board, may place additional names on the ballot only if two nominees do not result from the open invitation, and may not thereby exceed two nominations. The list of nominees will then be announced to the membership and members in good standing may place additional candidates for each office on the ballot if such candidates receive nominations from two percent of the membership in good standing. The ballot shall include a place for write-in candidates.
- B. Voting. All members and member institutions in good standing at the time at which ballots are mailed shall be entitled to vote. Voting shall be by secret ballot. Tied elections shall be resolved by a run-off election. Ballots will be sent to all members in good standing for both the current and immediately past calendar years. Persons who have not yet paid their dues for the current year shall receive a statement to this effect along with the ballot. The statement shall say that they are not members in good standing and may not vote in the current election unless dues are either mailed along with the ballot or mailed separately but before ballots are counted.

VIII. Society Publications

The Society shall publish a refereed journal entitled CRIMINOLOGY: AN INTERDISCIPLINARY JOURNAL and may publish a newsletter, entitled THE CRIMINOLOGIST, which shall be distributed to all members and member institutions in good standing.

- A. The Journal
1. Composition. The Editorial Board shall consist of the Vice-President as Chair, the Vice President-Elect, and four members appointed by the President, with the Editor and Editor-Elect, in years when such exists, of the journal and the Editor of the newsletter, as ex officio (non-voting members).
 2. Powers. The Editorial Board shall recommend to the Executive Board of the Society on such matters as editors, publishers, and publishing arrangements. It shall generally oversee the operation of the Society's publishing activities.
- B. The Newsletter
1. Appointment of the Editor. The Executive Board shall appoint the Editor for a three year renewable term.

2. The Editor will be an ex officio (non-voting) member of the Editorial Board and the Executive Board.
3. Selection of the Editor. The Editorial Board shall solicit applications for the newsletter Editor by January of the incumbent Editor's final year. Based upon their review of the applicants, the Editorial Board shall report their recommendations, along with a full explanation, to the Executive Board by its midwinter meeting.

IX. Amendments to the Constitution and By-Laws

- A. Due notice of proposed amendment to the Constitution having been given, any section of this Constitution may be amended by two-thirds vote of those members who cast a ballot and such ballots shall be by mail.
- B. **Procedure for Amending the Constitution**
 1. Proposed amendments must be presented to the Executive Board which shall vote upon the amendment, and then present the amendment to the Executive Secretary.
 2. When presented to the Executive Secretary, the proposed amendment must bear the signatures of a majority of the members of the Executive Board, or alternatively, the proposed amendment must bear the signatures of five percent of the members of the Society.
 3. The Executive Secretary shall notify the membership of the pending vote and shall arrange for the ballot.
- C. Any By-Laws shall become effective when approved by a two-thirds vote of the Board in each of two consecutive meetings.

BY-LAWS

Article 1. Executive Board Meetings

- Section 1. Executive Board meetings shall be open to all members and shall be called at the discretion of the President with two weeks written notice provided to all members by the Executive Secretary. Executive sessions of the Board may be held, on occasion, for the purpose of discussing issues involving personal confidentiality.
- Section 2. There shall be at least one (1) Board meeting between Annual Meetings.
- Section 3. Upon petition by at least 5 members of the Executive Board to the Executive Secretary, a special meeting of the Executive Board shall be scheduled within four (4) weeks time.
- Section 4. Any member of the Executive Board who will not be able to attend an Executive Board Meeting shall be able to vote by written proxy given either to the President or any other member of the Board.
- Section 5. Not less than ten days prior to scheduled Board meetings, any documents to be viewed at the forthcoming meeting and the agenda shall be mailed to all Board members by the Executive Secretary or Administrator.

Article 2. Membership Dues

- Section 1. The annual dues for Active members shall be determined by the Executive Board.
- Section 2. The annual dues for Student members shall be determined by the Executive Board.
- Section 3. Life membership shall be a multiple of 15 times the annual dues.
- Section 4. Membership dues shall be paid on or before January 1 of each calendar year.
- Section 5. The annual dues for Institutional membership shall be determined by the Executive Board.

Article 3. Annual Meetings

- Section 1. A registration fee may be assessed for participants at the Annual Meeting and other Conferences of the Society. The fee shall be set by the Executive Board and the membership shall be notified by the Executive Secretary or Administrator.

Section 4. Procedure

- Section 1. Robert's Rules of Order shall govern the procedure of the Society during all general and committee meetings, unless otherwise designated.

Article 5. Journal Publication

- Section 1. Composition. The Editor shall appoint and be assisted by Associate, Assistant, departmental and other editors, upon ratification by the Executive Board.
- Section 2. Powers. The Editor will supervise selection of materials for the Journal in consultation with other editors. Referee panels for manuscript evaluation and selection will be used.
- Section 3. Term. The Editor is normally appointed for a three-year term by the President and ratified by the Executive Board. The four appointed Board members shall serve staggered two-year terms. During the first year following ratification of this amendment, two members shall be designated as having one-year terms.

Article 6. Elections

The election shall be by mail ballot distributed at least twelve weeks prior to the Annual Meeting of the Society with return due date to be specified by the Executive Committee. Candidates for President-Elect and Vice President-Elect each receiving the larger plurality of 40% or more of all votes cast shall be elected. In the event no person receives this plurality, a run-off election by mail will be held between the two candidates who received the most votes. For Counselors, the two candidates who receive the most votes shall be elected. Should resignation, removal or death require that more than two Counselors be elected, the candidate(s) with the next highest number of votes shall be elected.

Article 7. Disbursements

Payments from Society funds may be approved by the Treasurer or by the Administrator up to a sum of \$500.00. Payments in excess of \$500 must have approval by both the President and the Treasurer.

Article 8. Officers

The President and President-Elect and Vice President and Vice President-Elect cannot receive any ASC awards, except for the Bloch Award or selection as a Fellow of ASC, during their tenure in office.