

## ASC EXECUTIVE BOARD MEETING MINUTES

Tuesday, November 14, 2017  
Philadelphia Downtown Marriott Hotel

The meeting was called to order by ASC President Jim Lynch at 3:15 pm.

Those in attendance: Gaylene Armstrong, Elsa Chen, Christina DeJong, Bonnie Fisher, Natasha Frost, Karen Heimer, Delores Jones-Brown, Charis Kubrin, Aaron Kupchik, Vera Lopez, Cynthia Lum, Jim Lynch, Ineke Marshall, Jody Miller, Claire Renzetti, Maria Velez, Pam Wilcox, and Chris Eskridge, Recorder

1. The Board voted to create an Ethics Committee that would place timely articles in the Society and division newsletters, and is to maintain an ethics page on the Society website. The Chair of the Ethics Committee will serve as the Chair of the Program Committee Ethics Area, and in that capacity will be responsible to organize sessions and possible workshops at the Annual Meetings.
2. The Board asks the chairs of the outgoing and incoming Membership Committee to work with the Columbus staff to update the membership form, as outlined in the first three (3) recommendations of the Membership Committee report of 10/13/17.
3. The Board voted to accept the recommended vetting process outlined in the Policy Committee report of 10/31/17. The Board asks the CJRA Board to review the vetting processes of ASC and ACJS, and to determine how to move forward on this matter.
4. The Board voted to send out the monthly CJRA report to the ASC membership via email.
5. The Board voted that a member of the Diversity and Inclusion Committee shall be one of the ASC representatives to the CJRA Board. The Board voted to ask the CJRA to make diversity and inclusion a priority of the CJRA.
6. The Board voted to fund the CJRA media contract of 2018 at the requested figure of \$45,000, and voted to fund the Brimley group at the requested rate of \$20,000 for 2018.
7. The Board asked Christina DeJong to develop a survey regarding annual meeting child care issues, and to distribute it to the ASC membership within the next two (2) months.

8. The Board voted to revise the structure of the Long Term Planning Committee as follows:

*“The Long Range Planning Committee shall consist of a chair appointed for a 3 (three) year term, the Immediate Past-President, the Treasurer, one member of the Board (other than the Treasurer and the Past-President) who will serve a 2 (two) year term and is also a member of the Finance Committee, a non-ASC Board Member who will serve a 3 (three) year term, and the Deputy Director.”*

9. The Long Range Planning Committee is charged with revising the Executive Director Fiscal Transition Plan to put ASC in a financially sound position to bring an Associate Executive Director on board in 2021 (vs. 2024 per the existing plan). The Committee is asked to submit this revised financial plan to the Board in time for the upcoming Mid-year Board Meeting

10. The Board voted to approve continued funding of the Oral History Project for another year at the requested rate of \$5,000.

11. The Board voted to change the deadline for the Nominations Committee from August 1 to June 1, beginning with the 2019 nomination period.

12. The Board voted to remove the following narrative from the Mentor Award, beginning with the 2019 award period:

*“...over the span of an academic career”*

The Board voted to add the following narrative to the Mentor Award, beginning with the 2019 award period:

*“Nominations of individuals at all stages of their academic careers are encouraged.”*

As this is a change to the By-Laws, the matter will be placed on the Saturday Board Meeting agenda for a second vote.

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ASC Board Meeting Agenda  
3:00 – 7:00 pm, November 14, 2017  
Philadelphia Downtown Marriott, Franklin 9  
(Dinner at Estia\* at 7:30 pm)

1. President's Report
2. Philadelphia meeting report
3. Executive Director and Treasurer's Reports
4. Submitted Committee Reports:
  - a. Ad Hoc Code of Ethics Committee
  - b. Membership Committee
  - c. Policy Committee
  - d. Student Affairs Committee
  - e. United Nations Liaisons
5. New Business:
  - a. Brimley Group contract for 2018
  - b. Child care logistics (Director's Report, item #10)
  - c. CJRA report
  - d. CJRA media contract for 2018
  - e. Long Range Planning Committee structure (Director's Report, item #9)
  - f. Mentor Award issues (lifetime vs. mid-career; all reports due at same time)
  - g. Nomination Committee recommendation (adjust deadline to June 1)
  - h. Oral History Project report
  - i. Policy statement on proposed tax on tuition waivers
  - i. Stipends for Crim and CPP Editors
  - j. Transition fiscal plan update
6. Thanks to the Board Members who are completing their terms (Ruth, Jody, Claire, Hillary, Natasha)
7. Future Meetings of the ASC Board:
  - a. Saturday, November 18, 1:00 - 6:00 pm; Room 405
  - b. Friday and Saturday, April 27 - 28, 2018; Atlanta Marriott

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\*Estia  
1405 Locust St.