

**Division on Women and Crime**  
**Executive Board Meeting**  
**March 8, 202**

Present: Sarah Murray, Leslie Dawn Quick, Michelle Hughes Miller, Venessa Garcia, Sean Wilson, Aneesa Baboolal  
Absent: Kristy Holtfreter

(Minutes submitted by Aneesa Baboolal and Michelle Hughes Miller)

- I. Meeting called to order at 1:30 pm
- II. **Motion** to approve Agenda approved unanimously
- III. **Motion** to approve Executive Board meeting Minutes of March 3, 2021 - *Small edits reviewed (note-takers in place of sec, new EB members, CRC suggested names added, IIG CRC voting unclear in Constitution - EB tasked with approving changes Constitution is unclear about voting order. **Motion to approve minutes as revised approved unanimously***
- IV. Announcements/Updates- none
- V. Elections
  - a. Internal Elections Committee - Sean reached out to more BIPOC scholars. He previously distributed via email to the EB a list of 6 scholars interested. Next stage - putting together language for call (refer to Sarah Koon-Magnin email template). Since we had previously set the size of the Committee to 5, there was a need for a new vote; **Motion to move to 7 committee members to allow for additional broadening of the representation of the Internal Elections Committee passes unanimously.**  
Action: Sean Wilson will continue to seek membership on the Committee to increase its diversity.
  - b. Elections procedure
    - i. Discussion of the proposed election timeline. EB approved these dates: Call for Nominations: 3/15-3/29. The Committee will then ensure all nominations are for DWC members. Voting 4/1-4/8. Announcement of those elected within 2 days following election as those elected must first be informed.
    - ii. Discussion of DWC membership list updates. DWC membership is not in real-time and has to be updated on a rolling basis.  
Action: Venessa Garcia will request ASC update our membership lists on 3/29 and 3/31.
    - iii. Election Process: Development of call; can use last Call as template but add in opportunities for candidates to describe up to 5 bullet points of inclusivity actions. To speed up process, Nominee Bios (with additional bullet points) need to be turned in with self-nomination rather than delaying until after nomination. The Committee also needs to consider

how to be more inclusive etc. expanding how nominees will be presented (videos etc.)

- iv. Distribution of Call for Nominations and Ballots. Given renewal/pandemic issues Call should go out to listserv and members. Ballot will only go to 3/31 updated DWC membership list. We need to work to remind non-members to re-join DWC in time to participate.
- v. Recording the vote. Per past elections the Committee should use Qualtrics to gather vote. This process should not be run by Sean Wilson (EB), but instead a member of the Internal Elections Committee to ensure there is no perception of a conflict of interest. Note: ask CRC regarding procedures if EB needs to create a motion to address potential of conflict.

**1. Motion to post election calls and results and candidates to website (in an archive which will be up to Leslie-Dawn Quick, Webmistress) - passes unanimously**

VI. Constitution

- a. Constitutional Revision Committee. Venessa sent out the Call for new CRC to revise proposed changes from 2013. Current proposed members include Cara Rabe-Hemp, past DWC Chair Amanda Burgess-Proctor, Eryn O'Neal, Vera Lopez, Jordanna Navarro. Two other past members were approached also: Vernetta Young and Helen Taylor Greene.
  - i. Venessa Garcia wants to be clear to membership that we want to address committee composition as representation/inclusion rather than replacement/rejection of whiteness.
  - ii. Michelle Hughes Miller volunteered to chair CRC.
  - iii. Action: Venessa Garcia will send out another call for members and give them until Wednesday, as Sarah Murray reminded us it is Spring Break for some members.
- b. Charge for the CRC:
  - i. Three primary issues: Transparency, Inclusiveness, and Clarity.
    - 1. Review and revise the DWC Mission and Principles in the Constitution.
    - 2. Review past proposed CRC changes and include relevant changes.
    - 3. Review how inclusivity is woven in the constitution and ensure its presence.
    - 4. Build in multiple mechanisms to ensure transparency of EB actions.
    - 5. Review decision-making authority of the Chair to ensure decision-making is collaborative on the EB.
    - 6. Develop continuity plans for leadership, including alternative ways to organize the Chair position, i.e., Chair Elect and Past Chair as part of the EB, Special Elections requirements if resignations, etc.
    - 7. Review composition (reflecting inclusivity) of the board and how to ensure this.

8. Review/develop procedures for policy development and public statements. Perhaps use the Division of Queer Criminology's statement as a template.
9. Update our websites/social media/listserv policies.
10. Create mechanisms to ensure institutional memory on the board by better accessing past Chairs, perhaps through a Past Chairs Advisory Board.
11. Create mechanisms for clearer oversight of *Feminist Criminology*, perhaps through a *Feminist Criminology* Editorial Committee affiliated with the EB.
12. Create mechanism by which diversity and inclusivity are built into recruitment of Standing Committee chairs and members and all those elected to the EB, perhaps through establishing protocol that runs such appointments/nominations through the Diversity & Inclusion Committee.
13. Create a Grievance procedure to handle concerns of the membership.

## VII. Committee Assignments

- a. Programming Committee – *needs immediate assignment*
  - i. The Programming Committee needs to bring together ASC DWC sessions (Teaching/Pedagogy workshops; policy/research into action workshop; and Kristy Holtfreter's Reviewer Training for FC).
  - ii. D&I is planning a panel around inclusive pedagogy and practice in the academy.
  - iii. Three members have signed up for this committee so far.  
Action: Venessa Garcia will reach out to confirm their interest and give them the immediate task to create/recruit DWC panels/programming for ASC. Venessa will ask if Joan Antunes would agree to Chair the committee.  
Action: Sean Wilson will ask 2 members of the D&I Committee to join the Programming Committee.
- b. Teaching/Learning/Pedagogy-- *needs immediate attention*
  - i. Committee needs to develop any panels and communicate them with the Programming Committee.
  - ii. Shelley Clevenger is recent past Chair.  
Action: Venessa Garcia will ask if she is willing to Chair again and identify a co-Chair to facilitate leadership opportunities.
- c. Special Event Committee (3 volunteers)- *needs immediate attention*
  - i. Committee coordinates social and breakfast meetings. Michelle Hughes Miller is Chair.
    1. **Motion to bring back second breakfast meeting Passed Unanimous**

- a. Description of second breakfast meeting - allowed people to network/socialize, form committees, have discussions about moving forward etc.
- b. Does not have to be breakfast - can just be coffee and snacks etc.
  - i. Consider budget constraints, etc.

Action: Venessa Garcia will make another call to solicit members to all Committees.

Action: Michelle Hughes Miller will reach out to potential members to begin planning.

- d. Newsletter Committee
  - i. Samantha Clinkenbeard volunteered. Action: Venessa Garcia will reach out and ask her interest in serving as Editor. We can also have a co-editor if necessary. We also need section organizers. We need to consider adding new sections to the newsletter that are timely and also reflect our goals of diversity, equity, inclusion and anti-racism.
  - ii. We do already have a paid position to highlight the work of BIPOC members. This position was passed by the EB in November. But we need to put a call out to fill that position.
  - iii. We have 3 issues per year: Winter/Summer/Spring. Spring deadlines are fast approaching.
- e. Student Affairs/Mentoring Committee-
  - i. Mentor/Mentee pairs begin in November so rotation has to happen in June. Bre Boppre and Lisa Carter are co-chairs.

VIII. **Motion that chair pro tem makes no unilateral decisions and EB votes on all items passed unanimously.**

- a. Discussion: Venessa Garcia argued that the Chair should be a spokesperson and not a controlling entity. She also argued this should be written into the constitution.

IX. **Motion that the D&I Committee aids the EB with committee assignments in order to ensure inclusivity - passes unanimously**

- a. Perhaps give this task to Anti-Racism Sub-committee or a separate sub-committee.
- b. D&I would not review committees' work, just the assignment of members to committees. Question of whether D&I should also monitor that Committee work is inclusive.
- c. The EB recognizes this as additional labor on BIPOC and the EB does not want to over-task the D&I Committee. However, we need to ensure we are not engaging in favoritism/exclusivity in Committee appointments. We also need to consider the historical exclusion of Queer/Trans folks as well. Question: should it be up to D&I to "find" members across committees etc.?
- d. DWC currently has issues with BIPOC waiting to serve given transitions of division. We need to be more proactive to bring BIPOC and Queer and Trans

folks back in. Sean Wilson also noted we need to ensure institutional diversity too (not just R1, teaching and community colleges, etc.).

- e. The EB also wants to task D&I to give recommendations so that the EB can have tools to do better inclusion work itself in the future, especially considering who becomes Committee chairs as it can exclude who becomes DWC Chair later. Leadership is important.
- X. **Motion**: Venessa Garcia motioned that the Executive Board create a Past Chairs Advisory Board to be filled by all willing Past Chairs and to be utilized when the Executive Board needs clarification of past practices, policies, and activities. Action tabled as the **CRC will be considering this**.
- XI. *Feminist Criminology*
- a. **Motion** to post approved statement condemning exclusion, including transphobia and racism on behalf of the Executive Board to the membership.
    - i. EB reviewed and collaboratively engaged in the final editing of statement.
    - ii. **Motion to pass statement as edited passes unanimously**.  
Action: Motion will be shared with the membership and posted to the DWC website.
  - b. Discussion: That the Executive Board select the members of the *Feminist Criminology* Editorial Board Committee (FCEBC).
    - i. According to the Contract (see text below) the Sponsor (DWC) selects editorial board members of the journal. Thus there should be a committee that recommends such membership.
    - ii. This would need to be an ad-hoc committee for now.
    - iii. The CRC will need to consider the mechanisms of this committee.  
Suggestions/questions: 3-year rotating committee appointment, role of deputy editors, are we allowed to tell editor there needs to be quarterly meeting, etc.
    - iv. Should the FCEBC be comprised of DWC members who have served, published, etc. with the Journal?
    - v. Discussion of the need for a closer collaborative relationship between FC editor and EB vs. how it went in the past where the selection and maintenance of the editorial board has been handled solely by the journal Editor. There is also a widespread perception that only the journal Editor has control over the editorial board, when the contract says otherwise. There have also been several complaints regarding this Editor vs previous Editors, especially pertaining to inclusivity. It would be possible to invite the Editor to be a member of the FCEBC while maintaining the EB's influence over *Feminist Criminology*. All EB members agree there needs to be DWC EB oversight on the journal Editor's actions in relation to the editorial board. However, collaboration, or sharing power for determining the Editorial Board, is important for the future.
    - vi. Contract language:

### 3. Editorial Control, Editors

3.2 Appointment of Editorial Board Members. Sponsor shall determine the size and composition of the Editorial Board and the term of service of its members; and shall select, appoint, and secure the services of such members and obtain each member's authorization for the use of his or her name, likeness, biographical materials, and professional credits by Sponsor, and by Publisher as its exclusive licensee, on Copies of the Journal and in connection with the marketing and promotion thereof. Sponsor shall furnish Publisher with the names, addresses, and affiliations of the members of the Editorial Board as they are to be listed in the Journal, and shall promptly advise Publisher of all changes in the membership or structure of the Editorial Board.

- c. **Motion that the Executive Board create a *Feminist Criminology* Editorial Board Committee with the following charge:**
  - i. To make recommendations to the Executive Board on the size, composition, term of service of the Editorial Board,
  - ii. To make recommendations to the Executive Board of the duties of the Deputy Editors and the Editorial Board, and
  - iii. To recommend to the Executive Board the members to serve on the Editorial Board, and
  - iv. To keep a record of appointments and terms in order to continue a rotation and recommendation of Editorial Board members.
  - v. **Motion passes with 1 abstention as the member believes the current proposal does not adequately demonstrate a collaborative relationship between the EB and *Feminist Criminology* Editor which is necessary for effective oversight and the success of the journal.**

XII. Discussion of Membership list/access.

- a. It was decided that all voting members of the EB will have Membership list/access so we can communicate directly to the membership.

XIII. Listserv

- a. The EB received a report about email/social media harassment of Kristy Holtfreter. This complaint was submitted to MSU. We have no documentation related to this complaint as it was not submitted to the EB.
  - i. The CRC will need to create a grievance process, perhaps a Judicial Review Committee or a Grievance & Restorative Justice Committee.
  - ii. Our current listserv policy is at <https://ascdwc.com/communication/>. We currently have the ability to review documentation and decide on a suspend account for 1 year. It is not clear if the EB can hold a member engaging in private harassment (as in, off the listserv) accountable.
  - iii. We noted that in addition to our listserv we also have several social media accounts: YouTube, Twitter, Facebook and LinkedIn. Ami Stearns is Chair of our Social Media Committee.  
Action: We will reach out to Christina DeJong to provide recommendations to update this policy.

Action: Venessa Garcia will reach out to Kristy Holtfreter to ask if she has a grievance she would like us to review.

- b. Merry Morash request for Executive Board enforcement of the listserv policy
  - i. Venessa Garcia has reached out to ask if she has a complaint, for which we would need documentation.
  - ii. The EB discussed how to respond to a third-party report. What ability does the EB have to respond?
  - iii. The EB concluded that a reasonable time to respond to a complaint is within (1) month.
- XIV. Michelle Hughes Miller mentioned that Jane Palmer reached out as she is currently holding a Box of DWC t-shirts and she needs to send them elsewhere. We need to address this at a later meeting.
- XV. Meeting adjourned at 4:03pm