Minute Meetings
June 22, 2021

Present: Bobbie Ticknor, Jessica Warner, Carlos Rojas, Arelys Madero, Daniel Lytle
Absent: None
Recording Secretary: Arelys Madero

Meeting called to order at 9:31 a.m.

Review and Approval of Meeting Minutes

Ticknor made two minor corrections to the minutes from the June 4th meeting. Lytle/Rojas made a motion to approve the minutes as corrected. The motion passed unanimously.

Response Article
Ticknor provided an update regarding this matter. She sent the response to Scott Jacques, editor of the *Journal of Qualitative Criminal Justice and Criminology*. She will let the board know once the piece is published online.

Structure of the CrimCon Conference
Ticknor provided an overview of how the conference was structured last year. Presentations spanned over three days (Wednesday thru Friday) with multiple streams each day. The President put together the panels for the entire program (300+ presenters). It may be a good idea to organize things differently this year.

Ticknor suggested a revised format whereby the program features a specific topic each day, running Monday thru Friday. For each topic/day, a chair (a member of the board) will lead the panels based on area expertise. Other board members and volunteers will lend support as well. Panel composition will be based on abstract submissions within the following areas:
- Ticknor: President's Address – Innovations in Criminal Justice (TR Teaching)
  - Technology
  - Catch-All
- Warner: Courts & Corrections (TR Teaching)
- Rojas: Intersectionality in Criminal Justice (TR Teaching)
  - Immigration
  - Race
  - Ethnicity

- Gender
- Madero: Victimology (MWF Teaching)
- Lytle: Policing (TR Teaching)

As for the structure of each day, Ticknor suggested that they can include guest speaker sessions and/or roundtable sessions as additions to the standard presentations. This will be to the discretion of each board member.

Conference Timeline
The board set target dates for the conference, as follows:

- Call for papers: July 12, 2021
- Abstracts due: September 3, 2021
- Program released: October 4, 2021
- Conference: October 18-22, 2021

Donations/Fees for Conference Support
Ticknor reminded the board that the model for supporting the conference last year was exclusively based on donations. She proposed an alternative model with an annual $10 membership fee that gives participants access to post-conference recordings, and a $15 conference registration fee for access to sessions live. In this model, all presenters would pay the membership fee, in addition to the conference registration fee, which resembles most conferences but at a lower cost. She advocated for this model as it would people to have access to the recordings all year at a minimal cost. Another option in this model would allow people to pay a $10 fee to access the recordings without registering for the conference (access 2-4 weeks post-conference).

Warner inquired if there is a budget from last year. Ticknor shared the Treasurer's report from last year. Based on the anticipated technology expenses, including the Zoom fees, website hosting, and other items, the costs of this year's conference could add up to $1,500. Discussion about the pros and cons of a fee system followed. The idea is to remain accessible but at the same time ensure the costs will be covered. Although last year there were significant donations, it is uncertain whether the same amount can be raised via donations this year.

Warner advocated against the tier fee system, highlighting the goal of making the conference accessible to all. Rojas proposed having a minimal fee that would guarantee we are able to cover all the expenses, and perhaps that can be labeled as a "suggested donation." Lytle suggested that sponsors may be a way to offset expenses without sacrificing accessibility for attendees in general. Additional discussion focused on the language that was shared last year in emails and other communications with attendees and presenters. In these communications it is important to emphasize the message that the conference has a cost. Warner suggested having a visual display on the website, for example a thermometer-like picture showing the fundraising goal and the funds raised to date, to incentivize donations.

Warner made the motion that the conference continues to rely on donations only. Lytle seconded the motion. The voted passed with 4 votes in favor and 1 against. The conference will rely on donations for support.

Warner and Rojas (chair and co-chair) will lead a *Fundraising Sub-Committee* to organize the process and mechanisms of soliciting donations for this year's conference. This committee will report to the board as soon as new updates are available.

Other Business

Certificates
Last year some attendees inquired if certificates could be issued; this seems particularly helpful for international audiences. Discussion ensued as to whether this is something the board wants to pursue for this year's conference, and if so, whether it would be a certificate of participation for attendees (which would require taking session attendance), or a certificate for presenters only. Lytle/Warner moved that a certificate of attendance is given to presenters, upon request only. The motion passed unanimously. Ticknor will oversee the process to issue the certificates, including the graphic design aspect.

CEU Credits
Brief discussion was had regarding issuing continuing education credits, which are appealing for practitioners. The consensus was not to do this as it entails significant work and cost—may be something to consider for next year.

Policy Changes
Lytle and Madero (chair and co-chair) will lead a *Procedures Sub-Committee* to plan the changes needed to the CrimCon Bylaws and the Privacy Policy, as well as the development of a Code of Ethics. This sub-committee will report to the board as soon as new updates are available.

Advisory Board
Specific guidelines for the advisory board need to be created. This matter may not be handled via email as it requires careful consideration of the selection criteria, nomination and recruitment process, size, composition, etc. The consensus is that a subcommittee will need to work on this, with a chair and co-chair TBD, to be implemented in 2022. This matter will be revisited.

Conference Attendance
Last year there was a significant number of attendees who registered, but not everyone who attended panels did. Registration for the conference is optional, and people can share the Zoom link with others once they receive it. Logistically it may be difficult to track this. Discussion ensued regarding whether it is necessary to gather information from all attendees, for marketing or fundraising purposes. The consensus was that there is no need to capture more information beyond what we get (e.g., statistics collected by Zoom). Ticknor made a motion (Lytle seconded it) that attendee information continues

to be collected via the existing listserv and optional registration processes. The motion was adopted via unanimous vote.

A date for the following meeting was set— **Tuesday, July 6th *at 9:30 am***

Meeting was adjourned at 11:10 a.m.

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