Correspondence: Revised Constitution and By-laws

Phyllis Jo Baunch

American Society of Criminology. Division on Women and Crime.

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November 18, 1983

Dear Chris,

Enclosed is the revised Constitution and By-Laws. I have incorporated the changes you noted as well as a few of my own based on discussions with others.

If this is ok or if you have any changes, would you please go over this and mail me your response as soon as possible—but definitely before Christmas. I must get this to Sarah—she has the Constitution on her word processor and can make changes quickly and get this out to the members for consideration.

Am looking into the journal issue, when nominations are due, getting stationery for our Division, and planning panels for next year’s meeting. Will let you know how these progress.

It's fun to work with you! And it was great to see you in Denver. I look forward to continuing this project with you.

Finally—if you want to chair a panel or know of anyone else who wants to do so, please let me know as quickly as possible—I want to get my bid off for 16 panels in quickly.

Best wishes in this joyous holiday season.

Warmly,

Phyllis Jo Baunach, Ph.D.
Statistician, BJS
Chairperson, Division on Women and Crime of ASC
CONSTITUTION FOR THE DIVISION ON WOMEN AND CRIME OF
THE AMERICAN SOCIETY OF CRIMINOLOGY

I. Name

The name of the organization shall be the Division on Women and Crime of the
American Society of Criminology, hereafter referred to as the Division.

II. Purpose and Objectives:

The Division on Women and Crime will be a constituent unit of The American
Society of Criminology and will function in accordance with the Constitution, bylaws
and policies of that Society.

The purposes and objectives are:

A. To bring together ASC members of both sexes interested in discussing issues
related to women of all ages who are professionals, victims and/or offenders
in the criminal justice system.

B. To facilitate and encourage research and theory development about women of
all ages as professionals, victims and/or offenders in the criminal justice
system.

C. To encourage appropriate and effective teaching techniques and practices and
to stimulate the development of curricula for courses on women and crime.

D. To serve as a resource network for and encourage interaction among academic,
research, practitioner and policy-making sectors in order to further the
understanding of problems faced by women of all ages who are professionals,
victims and/or offenders in the criminal justice system and their means of
resolution.

E. To organize conference sessions related to issues on women and crime.

III. Functions of the Division:

A. The Division will work with the ASC Program Committee to organize sessions on
women and crime at the Annual Meeting of The American Society of Criminology.

B. The Division will publish a newsletter at least twice a year.

C. The Division will hold its annual meeting at the time of the Annual Meeting
of The American Society of Criminology. This meeting will include brief
reports by each committee and discussion of issues raised by the membership.

Robert's Rules of Order will be followed in conducting meetings.

In conducting business, a quorum will consist of one-fifth of the Division's
members in good standing. In voting, decisions will be on the basis of a simple
majority.

IV. Membership:

Membership in this Division will be open to all American Society of Criminology
members in good standing. Members in good standing who have paid Divisional dues
will be considered eligible for voting at Divisional meetings, for election of
Divisional officers and eligible to hold office.
A. The following offices will be a part of this Division:

1. Chairperson
   a. The Chairperson will provide executive direction for the Division and will preside over Division meetings.

   b. The Chairperson will serve as a liaison with the Annual American Society of Criminology Program Chairperson to ensure the inclusion of panels relating to issues on women and crime on the program.

   c. The Chairperson will be elected by Division members and will serve for two years. However, the Chairperson elected for the first time will serve for three years. This will ensure that all officers are not elected at the same time following the first election.

2. Vice-Chairperson
   a. The Vice-Chairperson will preside over Division meetings in the absence of the Chairperson and shall be empowered to conduct all necessary business of the Division if the office of Chairperson is vacant or if the Chairperson is disabled.

   b. The Vice-Chairperson will be responsible for the creation, publication and dissemination of the Division Newsletter.

   c. The Vice-Chairperson will be elected by Division members and will serve for two years.

3. Secretary
   a. The Secretary will keep the records and minutes of the Division.

   b. The Secretary will maintain contact with the Treasurer of The American Society of Criminology who will maintain a separate account in The American Society of Criminology Treasury for the Division. The Secretary will make sure the Division is informed of the Division's balance, debts, credits, etc. and financial issues that may arise.

   c. The Secretary will record minutes of each meeting of the Division and will forward a copy to each of the other two officers and to the Executive Board.

   d. The Secretary will serve as the Chairperson of the Membership Committee.

   e. The Secretary will be elected by Division members and will serve for two years.

B. Nominees and elected officers must be members of the Division in good standing.

C. The terms of office for each incoming officer will begin with the close of the Annual Meeting, following her/his election. Elected officers may serve a maximum of two consecutive terms in the same office.
B. Executive Board:

There will be an Executive Board comprised of the Division's current officers, immediate past Chairperson and Vice-Chairperson and three executive counselors nominated and elected by members of the Division at the Annual Meeting. A plurality of votes of those present will determine the winners. This Board will form policies for the Division, provide advice and decide the budget for the Division, and select committee members by majority vote.

Executive Counselors will serve a one year term and may serve a maximum of two consecutive terms in this office.

Committees:

A. Program Committee: The Program Committee will consist of the Division Chairperson and two other members of the Division in good standing. The Division Chairperson will serve as liaison to the Program Committee of The American Society of Criminology.

B. Membership Committee: The Membership Committee will consist of the Division Secretary as Chair and two other members of the Division in good standing. This Committee will solicit new members and update the membership list as needed.

C. Newsletter Committee: The Newsletter Committee will consist of the Vice-Chairperson of the Division as chair and two other members of the Division in good standing. This Committee will obtain items for publications and compile the newsletter at least twice a year. The newsletter will include, at a minimum, minutes of the previous Annual Division meeting, summaries of committee reports, election results, call for nominations, information pertaining to the upcoming Annual Meeting.

This Committee will also develop other information, such as a list of names and addresses of persons engaged in various types of research on women and crime, and will disseminate this material in response to requests from the field.

D. The membership of these committees will be determined by the Executive Board and announced at the Annual Meeting of the Division. Committee members will serve for one year and may be reappointed.
Dues:
Initial annual dues will be five dollars ($5.00), subject to the approval of the Executive Board of The American Society of Criminology, and will be due at the time annual dues to The American Society of Criminology are paid.

Amending the Constitution and Bylaws:

1. Amendments may be proposed by any member of the Division, but the written support of a fifth of the Divisional membership in good standing is required for a further action.

2. A qualified proposal for amendment, determined qualified by the Executive Board, will be approved when it receives a two-thirds vote by mail ballot submitted to members in good standing. The Nominations Committee will manage the distribution and counting of ballots. The results will be reported to the Chair of the Division and the Executive Board.

3. Approved amendments shall take effect two months after the next Annual Meeting of The American Society of Criminology. Amendments are subject to the approval of The American Society of Criminology Executive Board.
BY-LAWS FOR THE DIVISION ON WOMEN AND CRIME OF THE
AMERICAN SOCIETY OF CRIMINOLOGY

I. NOMINATIONS AND ELECTIONS

A. Officers:

The Chairperson will appoint a Nominations Committee consisting of two
people who are members of the Division in good standing. This committee will
receive names in nomination for each office to be vacant. From these names' the
Division's Executive Board will select two names to be included on the ballot
for each office. These names will be forwarded to the ASC Central Office for
inclusion on the ballot. Completed ballots will be returned to the ASC Central
Office and counted by members who count the ASC ballots.

The ASC Central Office will notify the Division chairperson of election
results. Results will be published in the Division newsletter.

Voting will be limited to Division members in good standing.

B. Executive Counselors:

Executive Counselors will be elected at the Annual Meeting of the
Division. Nominations will be taken by the Chairperson from the floor. A plurality
of votes of those present will determine the winners.

II. BUSINESS MEETINGS:

A. RULES OF ORDER:

Robert's Rules of Order will be used in conducting meetings.

B. Quorum:

In conducting business, a quorum will consist of one-fifth of the
Division's members in good standing. In voting, decisions will be on the basis of a
simple majority.