

Notice of Annual General Meeting

Notice is given that the Annual General Meeting of Members of the Association will be held on **Tuesday, 25 September, 1-2 pm** at the 20th Annual Conference of the Australian and New Zealand Society of Criminology in the Main Conference Hall, Adelaide Convention Centre, North Terrace, Adelaide, for the purpose of considering the following business:

1. Confirmation of Minutes of last Annual General Meeting

To confirm the Minutes of the Annual General Meeting held 13 September 2006 (attached, Appendix 1).

2. President's Report

To table the President's report (attached, Appendix 2).

3. Secretary's Report

To table the Secretary's report (attached, Appendix 3).

4. Treasurer's Report and Financial Statements

To table the Treasurer's Report (attached, Appendix 4), including the following:

- (a) Income and expenditure during the last financial year;
- (b) Assets and liabilities at the end of the last financial year;
- (c) Any mortgages, charges and securities affecting the Association's property;
- (d) In respect of each trust of which the Association was trustee during a period, being the whole or any part of the last financial year of the Association, the income and expenditure of the trust during that period, the assets and liabilities of the trust during that period, and the mortgages, charges and securities of the trust at the end of that period; and
- (e) Any trust held on behalf of the Association by a person or body other than the Association, in which funds or assets of the Association are placed.

Further, to re-appoint the auditor of the society for the financial year ending 30th June 2008.

5. Journal Editor's Report

To table the Journal Editor's report (attached, Appendix 5).

6. Committee of Management Minutes

To approve the minutes of the meetings of the Committee of Management held on the 1st of June 2007 and the 3rd of August 2007 (all attached).

7. Sub-committee reports

To receive the Reports of the Ethics and Professional Affairs sub-committee, the Long-Term Planning sub-committee, and Post-Graduate and Early Career Researchers sub-committee (all attached)

8. Election of Committee and Office Bearers

To elect the Committee of Management and Office Bearers all of whose terms expire with the holding of the 2007 Annual General Meeting. Nominations have been received from the following:

Office Bearers:

President — Kathleen Daly (Girffith)

First Vice-President — Russell Smith (AIC)

Second Vice-President — Michael Rowe (Victoria University, Wellington)

Secretary — Damon Muller (AIC)

Treasurer — Matthew Willis (AIC)

Committee Members:

Australian Capital Territory — Lyn Hinds (ANU)

New South Wales — Gail Mason (University of Sydney)

Victoria — Mark Brown (University of Melbourne)

Newsletter Editor — Bronwyn Naylor (Monash)

Conference Convenor — Toni Makkai (AIC)

In accordance with Rule 23(4), if the number of nominations received is equal to the number of vacancies to be filled, the persons nominated shall be deemed to be elected.

9. Other Business

10. Next meeting

The next Annual General Meeting will be held at a time and place to be determined in conjunction with the Conference of the Society in Canberra in November, 2008.

Appendix 1

Minutes Annual General Meeting

Venue: Australian Institute of Criminology, 74 Leichhardt Street, Griffith, ACT

Date/Time: Wednesday 12 September 2006, 4.00pm to 5.30pm

Present: Kathleen Daly (President), Russell Smith (Vice President and Public Officer), Matthew Willis (Treasurer), Damon Muller (Secretary), Paul Mazerolle (Journal Editor), Lyn Hinds, Megan Davies, Jennifer Wood, Peter Grabosky, Jenny Mouzos, Rodney Meave, David Biles, Gregor Urbas, Raymond Choo, and Suzanne Lockhart.

1. Welcome

The President declared the meeting open and welcomed those present.

2. Apologies

Apologies were received from David Fanning, Judge Andrew Wilson, Alan van Zyl, Eileen Baldry, Angela Gorta, and John Pratt.

3. Agenda

The President read the Agenda which had been previously circulated 21 days prior to the meeting and called for any additional items of which there were one, the reappointment of the auditor.

4. Agenda Item 1: Minutes of Previous Special General Meeting

The President referred to the Minutes of the Special General Meeting of 8 February 2006 which had been circulated and called for any amendments, of which there were none. It was unanimously resolved that the Minutes of the Special General Meeting be confirmed as a true record of the meeting of 8 February 2006.

5. Agenda Item 2: President's Report

The President submitted her Report. It was unanimously resolved that the President's Report be received. A comment was offered that the Society should examine groups of professionals which were not currently being targeted for membership, in order to expand the membership base. It was also suggested that an online survey be conducted of current members, to more accurately discern the current makeup of the society.

6. Agenda Item 3: Secretary's Report

The Secretary read his Report. It was unanimously resolved that the Secretary's Report be received. No questions were asked or clarifications sought.

7. Agenda Item 4: Treasurer's Report

The Treasurer read his Report and submitted a Statement to the members in accordance with section 30(3) *Associations Incorporation Act 1981* (Vic.) of the accounts

of the Society, namely the Financial Statements of the Society for the year ended 30 June 2006, and the Auditor's Report dated 21 August 2006 including the following:

- (a) Income and expenditure during the last financial year;
- (b) Assets and liabilities at the end of the last financial year;
- (c) Any mortgages, charges and securities affecting the Association's property;
- (d) In respect of each trust of which the Association was trustee during a period, being the whole or any part of the last financial year of the Association, the income and expenditure of the trust during that period, the assets and liabilities of the trust during that period, and the mortgages, charges and securities of the trust at the end of that period; and
- (e) Any trust held on behalf of the Association by a person or body other than the Association, in which funds or assets of the Association are placed.

It was unanimously resolved that the Treasurer's Report, Financial Statements and Auditor's Report be received.

It was further unanimously resolved that Mr David Gorman, Chartered Accountant, having consented in writing to continue to act in the capacity as Auditor of the Society, be re-appointed as Auditor of the Society for the year ending 30th June, 2007.

There was general discussion following the report of strategies for increasing revenue and income for the Society, including the cost of postage for journals, and CAL licensing fees. A question was asked as to whether the society had considered holding public events, to which it was replied that the proposed Presidential Lecture was one such effort, but that the administrative overhead of holding a public lecture series was beyond the capacity of the volunteer members of the Society. It was also noted that state representatives who sit as ordinary members on the Committee of Management had previously had a role of organising Society events in their jurisdiction, which could again be considered in the future.

8. Agenda Item 5: Journal Editor's Report

The Editor, Professor Paul Mazerolle, submitted his Report. It was unanimously resolved that the Editor's Report be received.

9. Agenda Item 6: Committee Reports

The President submitted the Minutes of the Committee of Management of 12 July 2005, 5 September 2005, 22 November 2005, 6 February 2006 and 14 August 2006. It was unanimously resolved that the Minutes of these meetings of the Committee be received.

10. Agenda Item 7: Sub-Committee Reports

The President submitted the Reports of the Long-Term Planning Sub-Committee, the Professional Affairs and Ethics Sub-Committee, the Communications Sub-Committee and the conference organisers. It was unanimously resolved that the Reports of these Sub-Committees be received.

11. Agenda Item 8: Alteration to the Rules of the Association

The President read the draft Special Resolutions contained in the Notice of Annual General Meeting concerning the proposed amendments to the Rules as follows:

1 Special Resolutions for alterations to Rule 4

It is proposed to consider at the Annual General Meeting and, if thought fit, to pass a special resolution to amend Rule 4 as follows:

4 (1)(c) - Substitute the following for the existing sub-paragraph:

"(c) A person referred to in sub-rule (1)(a) is exempt from paying the entrance fee as determined by the Committee from time to time, but must pay the subscription as determined by the Committee from time to time, in accordance with sub-rule (12) below when it becomes due and payable."

4(2)(b) - Substitute the word "Secretary" for the word "committee".

4(3) - Substitute the following for the existing sub-paragraph:

"(3) An application of a person for membership of the Association must-
(a) be made in writing in the form approved by the Committee; and
(b) may be made electronically or by paper application submitted to the Secretary."

4(4) - Substitute the following for the existing sub-paragraph:

"(4) As soon as practicable after the receipt of an application, the Secretary must determine whether or not the application for membership should be approved".

4(5) - Substitute the word "Secretary" for the word "committee" where twice appearing.

4(6) - Substitute the word "Secretary" for the word "committee".

4(6)(b) - Substitute the following for the existing sub-paragraph:

"(b) request payment within 28 days after receipt of the notification of the sum payable under these Rules as the entrance fee and the subscription as determined by the committee from time to time, as the first subscription payable, calculated on a pro-rata basis for the period of the person's first period of membership of the association (either as a proportion of one or two years' initial membership)."

4(9) - Substitute the word "Secretary" for the word "committee" where twice appearing.

4(11) - Substitute the following for the existing sub-paragraph:

"(11) The entrance fee is the relevant amount as determined by the Committee from time to time."

4(12) - Substitute the following for the existing sub-paragraph:

(12) A member must pay either the annual or biennial subscription, as determined by the Committee from time to time, which is payable in advance on or before 1 July in each year, or 1 July in every 2 years, respectively.

4(13) - Add the following new sub-paragraph immediately following sub-paragraph 4(12):

"(13) Only those members who have paid their current membership fees in full are entitled to receive

- (a) copies of the Australian and New Zealand Journal of Criminology, and
- (b) reduced registration fees to the Society's annual conference."

Appendix 4 - Delete, in full, Appendix 4.

2 Special Resolution for the alteration of Rules 4(10) and 6(3)

It is proposed to consider at the Annual General Meeting and, if thought fit, to pass a special resolution to amend Rules 4 and 6 as follows:

4(10) - add a new sub-paragraph immediately following (b) as follows:

"4(10)(c) terminates upon membership fees remaining unpaid for a period of 24 months."

6(3) - add a new sub-paragraph immediately following (2) as follows:

"(3) A member of the Association whose membership fees remain unpaid for a period of 24 months thereupon ceases to be a member of the Association and the Secretary must as soon as practicable remove that person's name from the Register."

3 Special Resolution for the alteration of Rules 19(2) and Appendices 1, 2 and 3

It is proposed to consider at the Annual General Meeting and, if thought fit, to pass a special resolution to amend Rule 19 as follows:

19(2) - Substitute the following for the existing sub-paragraph:

"(2) The notice appointing the proxy must be-

- (a) for a meeting of the Association convened under rule 7(7), in the form set out in Appendix 1; or
- (b) in any other case, in the form set out in Appendix 1.

Appendix 1 - delete this Appendix in full

Appendix 2 - re-number this Appendix as Appendix 1

Appendix 3 - re-number this Appendix as Appendix 2

4 Special Resolution for the alteration of Rule 20(3)

It is proposed to consider at the Annual General Meeting and, if thought fit, to pass a special resolution to amend Rule 20 as follows:

20(3) - Substitute the following for the existing sub-paragraph (b) of Rule 20(3):

"(b) thirteen ordinary members of the Association, as follows:

- (i) nine ordinary members being one ordinary member resident in each state and territory of Australia and one ordinary member resident in New Zealand;
- (ii) one ordinary member being the editor of the Australian and New Zealand Journal of Criminology;
- (iii) one ordinary member being the editor of the Newsletter of the Association;
- (iv) one ordinary member being the convenor of the annual conference of the Association; and
- (v) one ordinary member being a person who is able to represent the interests of student members of the Association."

5 Special Resolution for the alteration of Rule 21(4)

It is proposed to consider at the Annual General Meeting and, if thought fit, to pass a special resolution to amend Rule 21 as follows:

21(4) - Substitute the following for the existing sub-paragraph (4) of Rule 21:

"(4) In the event of a casual vacancy in any office referred to in sub-rule (1), the committee may appoint one of the members of the Association to the vacant office and the member appointed

may continue in office up to and including the conclusion of the annual general meeting next following the date of the appointment."

6 Special Resolutions for alterations to Rule 32(3)

It is proposed to consider at the Annual General Meeting and, if thought fit, to pass a special resolution to amend Rule 32(3) as follows:

32(3) - Substitute the following for the existing sub-paragraph:

"(3) The funds of the Association shall be derived from entrance fees and annual subscriptions as determined by the committee from time to time, and donations and such other sources as the committee determines."

It was unanimously resolved that each of the above Special Resolutions (1-6) be approved by the Annual General Meeting.

12. Agenda Item 9: Election of Officers

Following the resignation of Tony Krone as Secretary, one nomination for the position of Secretary was received from Damon Muller, not less than seven days before the date fixed for the holding of the Annual General Meeting, and following the resignation of Bronwyn Naylor as Ordinary Member of the Committee of Management, one nomination for the position of Ordinary Member (for Victoria) was received from Dean Wilson, not less than seven days before the date fixed for the holding of the Annual General Meeting.

As only one nomination had been received for each position, it was unanimously resolved that Damon Muller be elected Secretary of the Association and Dean Wilson be elected as Ordinary Member of the Committee of Management for Victoria.

13. Agenda Item 10: Other Business

A number of items of other business were raised by attendees at the meeting.

It was noted that, when details of the conference become finalised, it should be advertised widely, including on the CrimNet mailing list.

There was a suggestion that the collection of back-issues of the Journal, currently held by Peter Grabosky and John Myrtle be scanned and digitised, or order to make them more readily available. It was also suggested that sets of the journal be collected and donated to institutions or libraries that may not have the capacity to obtain them by subscription.

It was noted that the archives of the Society are available on the web site of the Society, but that the way they are presented makes accessing them more difficult than possibly necessary. The secretary stated that he would bring the issue up with the web site administrators.

14. Agenda Item 11: Next Meeting

The next Annual General Meeting will be held at a time and place to be determined in conjunction with the Conference of the Society in Adelaide in September, 2007.

The meeting then closed at 5.25pm

Appendix 2

President's Report to the Annual General Meeting, Adelaide, 25 September 2007

Since my last report, the Society has changed the Rules and launched several new initiatives. A good deal has been accomplished, but more remains to be done. In this report, I describe major achievements during the past year (September 2006-August 2007), review on-going Society activities, and conclude with tasks that remain.

Major achievements

Change to the Society's Rules

At the last AGM, members agreed to the following changes to the Society's rules:

(1) *Increased representation.* To increase representation, there are two new Committee of Management members: the Newsletter editor and a person to represent the interests of students.

(2) *Flexibility in setting fees.* The Committee of Management can set fees, rather than these being specified in the Rules.

(3) *Streamlined process for new and continuing members.* The Secretary can approve new members who satisfy the membership criteria, rather than seeking approval from the Committee; the membership process can encompass electronic mechanisms; and the membership form is separated from the Rules.

(4) *Clarity on costs of membership for new members, benefits of membership for paid members, and consequences for unpaid members.* To align membership fees paid by members with Society benefits received, several changes were made: the membership fee for any new member is set on a pro-rata basis such that benefits (the journal and reduced conference fees) are aligned with when a person joins the Society and until renewal on 30 June of a given year (except for those who elect to pay biennially). For those members who have not paid an annual (or bi-ennial) membership fee, all benefits cease until the membership is paid. Those who have not paid membership fees for 24 months (termed "non financial members") are removed as members, although they may make a new application for membership.

(5) *Filling vacancies of Office Holders.* To provide flexibility when an Office Holder steps down in the middle of his/her term, the Committee can appoint any member of the Society, and not be limited to a member of the Committee, to fill the vacancy.

Change in membership fees in 2007

A review of the budget revealed that membership fees were not covering the costs of publishing, printing, and mailing the journal. Since the two-year membership was introduced in 2003, we began to lose significant revenue. The fee for those living outside the region, which was set in 2000 in US dollars, was clearly too low with the strengthened Australian dollar. The current fee for Australian and New Zealand members of \$90 has not changed in 10 years. The Committee of Management decided to increase membership fees, staged in two increments, beginning with the renewal in 2007. These reflect the costs of the journal, together with services such as student conferences and professional development, the Newsletter, sponsorship of prizes, and other activities. Because we did not wish to lose members, we devised a lower cost option of electronic access to the journal.

The fees for 2006, new fees for 2007, and proposed fees for 2008 are set out below. (The latter will be discussed at the 2007 AGM and reviewed in light of revenues received in 2007.) The cost for publishing, printing, and mailing three issues of the journal is \$109 per year for each member; these will increase somewhat in 2008.

	membership fee structure		
	2006	renew 2007	proposed 2008
	(\$109 for journal cost)		(\$114 for journal cost)
regular member			
1 year	90	110	140
2 years	150	200	240
student			
1 year	70	75	80
those living outside Australia, New Zealand, and South Pacific countries (in AUS \$)			
1 year	78	115	150
2 years	132	210	260
lower cost option: electronic access, but no printed copy of the journal (1 year)			
		75	95

In establishing the fee increases, the Committee of Management wished to keep student costs low, but subsidize them by the general membership. The fee for non-regional members is set somewhat higher than the regular member's fee to cover the added costs of postage. In 2008, membership fees will begin to align revenues with journal costs and cover the student subsidy.

New contract with Australian Academic Press (AAP)

Since 1999, the *ANZ Journal of Criminology* has been published by Australian Academic Press (AAP). Our second contract with AAP commenced in 2004; although it is a five-year contract, we have flexibility to opt out with one year's notice. The journal has increased its visibility and stature over the last decade, and several publishers have approached the Society about what they could offer. In November 2006, Editor Paul Mazerolle and I began to enter into discussions with Caroline Porter, Senior Editor for SAGE Publications. After over six months of deliberations and meetings with SAGE and AAP, we sought approval from the Committee for a new three-year contract with AAP. We are pleased with the revenue terms of the new contract and the ability to offer the journal in electronic format, as a lower-cost membership option. AAP plans to digitize all the back issues to Vol 1(1) (1968). We shall continue to review journal revenues received, the journal's impact factor, and other measures of the journal's performance and income generation.

Increased visibility and presence of postgraduate students and early career researchers

Beginning in 2005, the Society offered \$500 on a first-come first-served basis for supporting six postgraduate (PG) student seminars. Although this initiative was taken up by several student groups, we wished to identify methods of increasing the presence and involvement of PG and early career students in the Society. In 2006, I established a Student and Early Career Researcher Sub-Committee to further their development and networking. Two students, Nadine McKillop (Griffith University) and Beejay Silcox (University of Melbourne), were appointed Acting PG Representatives and served on the Sub-Committee. It met during 2007 to plan a one-day workshop, to be held on 23 September, the day before the 2007 conference. (See further details in the Sub-Committee's report.) In addition to the one-day workshop, ANZSOC will continue to sponsor two student seminars. This year, student groups from the University of New South Wales and Queensland Institute of Technology each received \$500 to support their conferences. At the AGM in 2007, a person to represent the interests of PG students will be elected.

Society Speaker

The 2007 conference marks the first time that ANZSOC is sponsoring a Society Speaker to speak in a plenary. Mark Finnane was chosen because he can offer an historian's perspective on the Society and its identity in a special year: the 40th anniversary of its founding, and the 20th year of holding a conference. Longer term, my aim is that the Society identify a sponsor (or sponsors) to support the Society Speaker on an annual or bi-annual basis. The speaker would give a plenary address at the conference and at several cities (or other places) in Australia and New Zealand. The Society can improve its presence and visibility in public affairs in a variety of ways, and this could be an effective way to do it.

On-going Society activities

ANZSOC Awards 2007

Honouring the achievements of our members is a key Society activity, and it is always a pleasure to email or phone the winners with the news. My thanks and appreciation to the chairs and members of the Awards Committees for 2007, and my congratulations to those awarded the prizes:

- The Allen Austin Bartholomew Award 2007 for the best article in the *Australian and New Zealand Society of Criminology* published in 2006. The prize was awarded to Alan France (Loughborough University) and Ross Homel (Griffith University) for their article, 'Societal Access Routes and Developmental Pathways: Putting Social Structure and Young People's Voice into the Analysis of Pathways into and out of Crime', *Australian and New Zealand Journal of Criminology* (2006), 39(3): 295-309. The Members of the Committee were Frank Morgan (Chair), Christine Bond, and Chris Cunneen.
- The New Scholar Prize 2007 for best publication in criminology or related area by a new scholar was awarded to Lyn Hinds (Regnet, Australian National University) for her article, 'Challenging Current Conceptions of Law and Order', *Theoretical Criminology* (2006), 10(2): 203-221. Members of the Award Committee were Russell Smith (chair), Julia Davis, and John Pratt.
- The Student Paper Prize 2007 for the best student paper in criminology was awarded to Trees Beckett (Institute of Criminology, Victoria University of Wellington) for her paper, 'The Use of Electroconvulsive Shock Therapy (ECT) without Consent in New Zealand', under the supervision of Elizabeth Stanley. Members of the Award Committee were Russell Smith (chair), Julia Davis, and Jennifer Wood

All prize winners receive a free registration to the conference, along with an engraved plaque and official letter. This year the prizes will be awarded at the conference dinner.

The Newsletter

During the past year, Newsletter Editor Bronwyn Naylor has done a great job in assembling stories and information for ANZSOC Newsletters, Vol. 3 (2) and 4(1). Bronwyn will have more to say in her Communications Sub-Committee report, but I would like to extend a personal note of appreciation for Bronwyn's considerable time and creativity in getting the Newsletter to press. Her efforts deserve praise and commendation by all members of the Society.

The Journal

Under Paul Mazerolle's editorship, the journal is growing in submissions, stature, and citations. Paul will have more to say in his Editor's report, but I would like to emphasize the considerable investment of time and care Paul gives to the journal. The role requires diplomacy and a thick skin in handling the disappointments and egos of some of our colleagues! My appreciation to Paul for the highly professional approach he takes to the journal. His efforts deserve praise and commendation by all members of the Society.

The Conference

This year marks a closer relationship between ANZSOC and the annual conference. Although it may seem obvious that the Society should have some presence in shaping and planning its annual conference, this has not been the case in the past. The situation will be changing because the conference is a major Society activity, even if it relies on the dedication and hard work of a Local Organising Committee each year. On behalf of the Committee of Management, may I congratulate the work of our Adelaide colleagues in putting on a terrific conference this year: Co-Covenantors Rick Sarre (University of South Australia) and Andrew Goldsmith (Flinders University), along with Committee members (Sue King, University of South Australia), Joy Wundersitz (adjunct, University of South Australia), Nichole Hunter (Office of Crime Statistics and Research), and Marinella Marmo (Flinders University).

Thanks to officers and members

The Society runs on the energy and commitment of all the officers and ordinary members, who serve 2-year terms. At the 2007 AGM, we will be voting in a new set of officers and ordinary members. My thanks to the following officers and members who served a two-year term and will be standing again in 2007 (and whom I have not already thanked): Russell Smith (1st Vice President), Damon Muller (Secretary, beginning in 2006), Matthew Willis (Treasurer), Jan Jordan (New Zealand), Allan van Zyl (Northern Territory), Rick Sarre (South Australia), and Frank Morgan (Western Australia). My thanks and appreciation to those who served a two-year term, but will be stepping down this year: John Pratt (2nd Vice President), Jennifer Wood (ACT to 1 June), Christine Bond (Queensland), Julia Davis (Tasmania), Brendan Thomas (New South Wales), and Dean Wilson (Victoria). Jen Wood moved to the United States in June to take up a position at Temple University, and Lyn Hinds was appointed Acting ACT member on 1 June. I am particularly grateful to out-going representative, Dean Wilson, for his work in chairing the Student and Early Career Researcher Sub-Committee.

ANZSOC's role in the Research Quality Framework

The Research Quality Framework (RQF) is affecting all Australian Society members who are university researchers and lecturers. The Australian government (specifically, the Department of Education, Science, and Training, or DEST) is conducting the RQF to determine the quality and impact of university research, and to distribute funds according to rankings of research groups. The exercise will take place in 2008, but there is a good deal of preparation work this year.

DEST has identified 13 disciplinary panels. Panel 11, chaired by Hilary Charlesworth, includes law and criminology (along with education studies, journalism, librarianship, and social work). It will be composed of 12 members (including the chair), six of whom are Australian academics; three, major international scholars; and three, end users drawn from industry, business, the public sector, or community organisations. The composition of the panels will be announced soon (some time in September 2007).

Workgroups in each university are assembling dossiers in preparation for the RQF. At the same time, peak professional bodies such as ANZSOC are being asked to participate in several ways.

First, I was asked to send representatives to a July 2007 meeting in Canberra to address panel specific requirements for Panel 11 (those attending were Mark Brown and Rod Broadhurst, with Mark Israel representing law and criminology). (I note that DEST did not provide any support for airfares or accommodation, but it expected representatives to attend.) Second, in August, I was asked to nominate major international scholars and end users for Panel 11. In consultation with a range of people in criminology and law, I emailed 18 people, nine of whom decided to put themselves forward for consideration. Third, in August, I was asked to assist DEST in developing metrics and other measures of journal rankings in criminology. I have asked Mark Brown and Rod Broadhurst to work with DEST on this task.

The RQF is an exercise of competitiveness and cooperation. Criminology groups across Australia will be ranked and compared, and a hierarchy will emerge, ranging from a top score of five to lower scores of two or three. At the same time, we must cooperate in identifying good people to serve on Panel 11 and in devising measures and metrics of publication impact.

Tasks remaining

In the next year or so, several major tasks need to be accomplished. First, we need to appoint an administrative officer to support the Secretary and work of the Society. Second, we need to appoint a Membership Strategy Sub-Committee to canvass our options in taking a more pro-active approach to membership and in increasing the size of our membership. Third, we must review our website to facilitate on-line membership (new and renewing) and to offer more benefits to our members (such as a directory of members). Fourth, we need to consider other forms of income generation, sponsorship, or fund raising to support specific Society activities (such as the Society speaker or the Newsletter). Finally, we need to review the Society's

Awards with the view of creating new awards, or perhaps changing the criteria in extant awards.

Professor Kathleen Daly
School of Criminology and Criminal Justice
Griffith University

President, ANZSOC
31 August 2007

Appendix 3

Secretary's Report to the Annual General Meeting, Adelaide, Tuesday 25 September 2007.

1. Membership

As of the beginning of September 2007 there were 293 financial members of the society on the Register. This is an increase of 34 members, or just over 13 percent, on top of the 259 financial members for the 2006/07 period. For a detailed breakdown of membership types, see Table 1. Of the current financial members, 108 (just over one third) were continuing a biannual membership from last year. Of current financial members, 43 (15%) are new members, which includes 14 student members.

Table 1: Breakdown of membership types for current and previous financial year.

Membership type	2007/08		2006/2007	
	Number	Percentage	Number	Percentage
Full	221	75	205	79
Student	36	12	34	13
Overseas	12	4	13	5
Electronic	21	7	N/A	N/A
Biannual	64	21	108	41
Total financial*	293		259	

* Due to a small number of cases where membership type isn't clear, total financial does not exactly equal the sum of the membership types.

A not inconsiderable number of members (51 members) who were financial in 2006/07 have not (yet) renewed for the 2007/08 financial year. Over half of those (27 members) were financial in 2006/07 due to an ongoing biannual membership taken out in 2005/06. (This number of non-renewing members does not take into account the 44 members who had been taken off the membership register, either due to resigning from the society, or having been out of contact for a number of years.) To put the non-renewing members in context, however, last years secretary's report stated that there were 208 financial members, meaning that 51 members either joined the society, or belatedly renewed, over the course of the year.

In general, the level of membership of the society at present is promising. This is partly due to continued interest from new members, but also largely due to a concerted effort this year to remind members to renew. Members who did not respond promptly to the membership payment reminded were sent several additional emails. This strategy seems to have been relatively successful so far, but is somewhat labour intensive.

Table 2: Region of current financial members

Region	Total
QLD	69
NSW	65
VIC	51
ACT	25
NZ	25
WA	20
OS	13
SA	12
TAS	7
NT	4
USA	2
Grand Total	293

Table 3: Country of current financial members.

Country	Total
Australia	252
New Zealand	25
USA	6
England	5
Canada	1
Cyprus	1
Germany	1
Japan	1
South Africa	1
Grand Total	293

2. Membership fee changes

Following discussions amongst the Committee of Management of the society, it was decided that it was necessary to raise the membership fees for all members. The main reason for the fee rise was the cost of the journal to the society in relation to the money obtained from membership fees. In short, none of the membership rates were covering the cost of the three issues of the journal per year to the members. The new membership fee structure, as outlined by Kathleen Daly in a letter to members, is below in Table 4.

Table 4: ANZSOC membership fee structure (\$AU).

	2006	2007	2008 (proposed)
Regular member			
1 year	90	110	140
2 years	150	200	240
Student member			
1 year	70	75	80
Overseas members			
1 year	78	115	150
2 years	132	210	260
Electronic Journal			
1 year	N/A	75	95

In addition to raising the fees for all members, a membership option which included electronic access to the journal, rather than a hardcopy, was added. The biannual student membership was also removed. The uptake of the electronic journal membership has not been large (see Table 1), but large enough to demonstrate that there is interest in the option. In particular, due to the increase in the overseas membership rate, a number of international members have taken that option. With regard to the student memberships, only eight of the biannual memberships from 2006/07 were student memberships, so it is not expected that this change will unduly affect student membership rates.

3. Committee of management meetings

The ANZSOC Committee of management has met twice times since the 2006 AGM (in September 2006), each time via conference call. The meetings were on the 1st of June 2007 and the 3rd of August 2007. Minutes for these meetings will be made available on the ANZSOC web site. The topics of most interest discussed at these meetings were the proposal to change the publisher of the journal (which was eventually decided against), the fee increases discussed in item 2 (above) and the progress of the renewals and conference registrations.

4. 2006 Annual General Meeting and changes to the rules of the society

The 2006 AGM was held in Canberra on the 13th of September 2006. The minutes of the AGM are available on the ANZSOC web site. At the meeting a number of changes to the rules of the society were approved, which included allowing the Committee of management more latitude in setting fees, adding several new positions to the committee of management, and streamlining the membership process for new members. To some extent, all of these changes had had an effect this past year.

The most immediate change from the perspective of the office of the secretary is to do with the approval process for new members. Previously, new members to the society needed to have their membership approved by the Committee of management. This approval was either sought via email or at the occasional meetings of the CoM, however the process was somewhat unwieldy, and meant that membership applications could only be processed at certain times. The resulting wait for approval meant that some prospective members never took up the opportunity to join when their membership was accepted. The changes to the rules now allow the secretary to approve or deny membership requests, speeding up the process considerably. Due to the somewhat unpredictable timing of membership applications, most are still not dealt with immediately, however the process is now a lot quicker, and anecdotally the retention rate through the approval process is higher.

5. Maintaining contact information for members

Attempting to keep in contact with all members of the society is something of a constant struggle. Due to the costs (and time) associated with 'snail-mail', most member contact, including renewal notices and notifications of meetings, is carried out electronically via email. Currently only 11 of our financial members do not have a valid email address recorded on the membership register, however each time the members are emailed, another few addresses will have become invalid. As such, I urge members to try to remind us (via email to the secretary) when they change their address.

ANZSOC receives a number of items which may be of interest to its members over the course of the year, most of which are notifications of job vacancies. These are usually forwarded to the CrimNet mailing list. ANZSOC members who are not subscribed to CrimNet should really consider subscribing, and I believe most ANZSOC members would find it informative. There has been discussions regarding setting up an ANZSOC email mailing list, however other priorities have interfered, and no real progress has been made on this front yet.

6. Other news

Most of the news of note has been covered by the reports of the other office holders, and will not be repeated here. The only thing I would like to add is to note that earlier this year Mark Brown from the University of Melbourne (and a nominee for Victorian ANZSOC representative for 2007/08) made a request via CrimNet for books for the Department of Criminology, University of Madras, in Chennai, India. A collection of spare books was taken up by the library at the Australian Institute of Criminology, and I was able to donate a set of back issues of the Australian and New Zealand Journal of Criminology on behalf of the society. The society has something of a tradition of donating memberships of the society of copies of the journal to

institutions in developing countries where our members have a connection, and would certainly consider any additional requests for assistance.

Finally, I would like to thank the Australian Institute of Criminology for their continuing support of ANZSOC. The treasurer, Matthew Willis, Russell Smith, the vice president of the society, and myself, are currently employed at the AIC, and the AIC also hosted last year's AGM, and will host next year's ANZSOC conference. The contributions of the AIC to the continued functioning of ANZSOC is greatly appreciated.

Damon Muller
Secretary, ANZSOC Inc
11 September 2007.

Appendix 4

Australian and New Zealand Society of Criminology, Inc.

Annual General Meeting, 25 September 2007

Report of the Honorary Treasurer

I am pleased to be able to make this report to ANZSOC members on the financial circumstances of the Society.

I hereby submit to members a statement in accordance with section 30(3) of the *Associations Incorporation Act 1981* (Vic) of the accounts of the Society, namely the Financial Statements of the Society for the year ended 30 June 2006, and the Auditor's Report dated 11 September 2007, including:

- a) Income and expenditure during the last financial year;
- b) Assets and liabilities at the end of the last financial year;
- c) Any mortgages, charges and securities affecting the Association's property;
- d) In respect of each trust of which the Association was trustee during a period, being the whole or any part of the last financial year of the Association, the income and expenditure of the trust during that period, the assets and liabilities of the trust during that period, and the mortgages, charges and securities of the trust at the end of that period; and
- e) Any trust held on behalf of the Association by a person or body other than the Association, in which funds or assets of the Association are placed.

The Society is in a stable financial position and is well placed to remain so into the future. The Society's position would not be as sound though if the Committee of Management had not recently made some difficult decisions regarding membership fees and achieved a good outcome from negotiations with Australian Academic Press for continued publication of the Journal. These decisions and outcomes will be noted separately in the President's and Secretary's reports, but it is important to put them in the right financial context.

The Society's main sources of revenue are royalties from the Journal and membership subscriptions. Royalties for 2006-2007 came to \$12,695, a reduction of \$368 from the previous year. Membership subscriptions for 2006-2007 were \$26,515, an increase of \$7,958 over the previous year. The increase in subscriptions was mainly due to a greater number of biennial memberships falling due, together with a more proactive renewal process which will also yield results in the present financial year. Together with reductions in various areas of expenditure, the bottom line for 2006-2007 was a small operating profit of \$1,470 compared with the loss of \$10,736 in 2005-2006.

Despite this improvement, it has become evident, particularly during the last two financial years, that income from royalties and membership subscriptions has not

been sufficient to maintain the Society, let alone give it to the opportunity to grow. To illustrate, prior to the Committee of Management taking the decision to increase membership fees, the annual full membership fee was \$90. This gave members' a range of benefits, particularly three copies of the Journal, at a nominal cost to members of \$30 per copy. The current cost of producing and distributing each Journal is closer to \$36. Even without taking into account the Society's other expenses, the Society was effectively subsidising annual full fee-paying members at the rate of approximately \$6 per journal per full member. The situation was worse in the case of members choosing to renew biennially (at a rate of \$150 for six copies of the journal - \$25 per issue) or for students paying a reduced rate. The largest deficit occurred with overseas members, taking into changes in the value of the dollar over time which made overseas membership cheaper than Australian and New Zealand membership, despite the additional costs for delivering the Journal overseas.

For several years the Society has been able to maintain a term deposit of approximately \$60,000 which resulted from the 2003 Conference in Sydney. During the last financial year the Society had to draw on these funds, reducing the investment to \$50,000, to meet the expenses of producing the Journal. In the absence of changes to the membership fee structure, it was inevitable that the investment would again have to be drawn on in the present financial year and into the future, thereby limiting the Society's opportunities for growth and development.

Together with increased revenues anticipated from our new arrangements with Australian Academic Press, the necessary increases in membership fees will see the Society remain well placed for the future.

Matthew Willis
Honorary Treasurer

**Editors Report to the Australian and New Zealand Society of
Criminology Annual General Meeting**

Adelaide, SA

September 2007

**Professor Paul Mazerolle
Griffith University
Key Centre for Ethics, Law, Justice and Governance
Editor, Australian and New Zealand Journal of Criminology
Brisbane, Queensland, Australia 4111**

The work of the *Australian and New Zealand Journal of Criminology* has continued at pace over the past year and I am happy to provide an update of the many highlights over the year. One highlight involves the ongoing value for the ANZJC of special thematic editions. The special issue on *Developmental Pathways and Crime Prevention* (39.3) guest edited by Alan France and Ross Homel was both highly successful and visible both locally and internationally. The next special edition entitled *Current Approaches to Understanding Female Offending* will be published in April, 2008 and will provide another significant suite of papers on an important topic.

A second highlight concerns the future publishing arrangements for the ANZJC. A routine occurrence in the life of any Journal involves re-assessing publishing relationships. The ANZJC has been approached by a number of publishers over the past year and consequently, the ANZSOC executive has considered some competitive proposals. After a long and considered process, we have recently re-confirmed our relationship with the Australian Academic Press to continue to publish the ANZJC.

Finally, whilst I continue to receive a reasonable number of papers for publication consideration, overall the submission rates are still lower than expected. Strategies for improving submission rates are continually considered, and I welcome more papers from the full complement of ANZSOC members. Given our healthy membership numbers, it is reasonable to expect a large proportion of papers emanating from our own region. Overall however, the growth over the previous period was 20% which reflects a healthy increase. Related to the increased submission rate, the acceptance and rejection rate for papers submitted across the period July 2 2006 until July 18, 2007, is as follows:

- Acceptance rate= 18%
- Rejection rate= 52%

Across this period (2/7/06 -18/07/2007), the number of papers received and their relevant editorial status is:

Total papers received =	60
Papers rejected in-house=	13
Papers rejected after review=	18
Papers under revise and resubmit=	14
Papers conditionally accepted=	1
Papers accepted=	11
Papers under first review=	3

TOTAL =

60

The papers appearing in the *Australian and New Zealand Journal of Criminology* over the 2007 calendar year are listed below. Collectively, they provide a useful illustration of both the diversity and breath of scholarship appearing in the Journal. The range of topics, methodologies, and conceptual approaches provides a useful mirror of the scope of our discipline as well as the strength of research emanating from our region.

40.1

When does repeat burglary victimisation occur?- **Alex Sagovsky and Shane D. Johnson**

Public satisfaction with police: Using procedural justice to improve police legitimacy
Lyn Hinds and Kristina Murphy

A micro-spatial analysis of the demographic and criminogenic environment of drug markets in Philadelphia- **Eric S. McCord and Jerry H. Ratcliffe**

Crime prevention in Australia: Beyond “What Works?” - **Adrian Cherney and Adam Sutton**

Criminology, crime and politics before and after 9/11- **Russell Hogg**

40.2

Rape, prostitution and consent- **Barbara Sullivan**

Civil Litigation against Police in Australia: exploring its extent, nature and implications for accountability- **Janet Ransley, Jessica Anderson, and Tim Prenzler**

Parental shaming and adolescent delinquency: A partial test of reintegrative shaming theory-
Ibolya Losoncz and Graham Tyson

Does Australia need a specific institution to correct wrongful conviction?- **Lynne Weathered**

The Magistrates Early Referral Into Treatment (MERIT) Pilot Program: Court Outcomes and Recidivism- **Megan Passey, Jane Bolitho, John Scantleton and Bruce Flaherty**

Criminal justice education, employment destinations, and graduate satisfaction
Kerry Wimshurst and Troy Allard

40.3

Hate Crime as a Moral Category: Lessons from the Snowtown Case- **Gail Mason**

Does racial bias in sentencing contribute to Indigenous over- representation in prison?- **Lucy Snowball and Don Weatherburn**

Relevant Others in Restorative Practices for Minors: For what purposes?- **Lieve Bradt, Nicole Vettenburg, and Rudi Roose**

Give and Take: The Bifurcation of Police Reform in Britain- **Stephen P. Savage**

Changes in Scholarly Influence in Major International Criminology Journals - **Ellen Cohn and David Farrington**

A number of priorities remain for the *ANZJC* in the remaining term of my editorship. I remain committed to finding practical ways to increase the submission rate to the Journal and raising the overall impact factor. At the same time, I will seek to ensure that the *ANZJC* remains as a key outlet for academics from our region to showcase their work, whilst at the same time maintaining an appropriate balance between local and international content.

I do take a forward looking approach to expanding the visibility and quality of the Journal; however, in the future, the community of ANZSOC members and Journal subscribers will have electronic access to all back issues of the Journal. This substantial effort at digitalizing back issues and making them available reflects the commitment of our publisher, Australian Academic Press, and will illuminate the long-standing footprint of criminological research from our region.

In closing this report, I would like to acknowledge the support of the Associate Editors for the *ANZJC*-- Peter Grabosky, Janet Chan, and Frank Morgan --the entire editorial board, and the part-time managing editor, Lisa Kennedy. Additionally, I would like to acknowledge the many authors who have considered the *ANZJC* as an outlet for their research as well as the support of the reviewers who donate their time and expertise in providing expert reviews.

Professor Paul Mazerolle,
Griffith University
September 6, 2007

Minutes
Committee of Management Meeting
Friday 1st June 2007, 11am, via telephone conference

1. Attendance

Apologies: Julia Davis, Alan Van Zyl, Dean Wilson, Jan Jordan, John Pratt, Bronwyn Naylor, Rick Sarre.

Present: Paul Mazerolle, Kathleen Daly, Lyn Hinds, Russell Smith, Damon Muller, Matthew Willis, Frank Morgan, Christine Bond.

2. Agenda

Added to the agenda were items from Rick Sarre on a letter from the society to the new Minister of Justice and Customs, and an item from Bronwyn Naylor in relation to the newsletter.

3. The journal

Paul Mazerolle and Kathleen Daly met with AAP and Sage regarding the proposal for the journal. AAP have proposed to increase the royalties from the journal to 30 percent (from 25%), to digitise back issues of the journal, implement an electronic submission system, and introduce an editorial stipend. It was claimed that substantial financial growth was possible. AAP would like to have the escape clause in the contract revised.

Paul Mazerolle was invited to continue to serve as editor.

4. AGM elections and people to stand for the CoM

It was noted that a new second vice president (who is traditionally from New Zealand) and new NSW, Victorian and possibly Tasmanian representatives were needed. John Pratt had suggested Mike Rowe as a possible second vice president, however there was a question as to the role of the vice presidents. There was also a suggestion to increase the representation from the policy side (as opposed to academia).

5. Membership costs

The proposed new membership cost structure previously circulated by Kathleen Daly was discussed, including comments submitted by those who were apologies for the meeting.

It was noted that postage costs for overseas members make up a significant proportion of the journal cost to the society, and constitute half of all postage costs. The society wants to increase the number of overseas members. It was noted that ASC have increased rates for air mail, but that variable mailing rates do not appear to be available from Australia Post. Electronic access to the journal was discussed for overseas members, and that electronic access can start immediately.

The costs for student members was discussed, and it was argued that students should only pay a nominal amount (although not all agreed how nominal). A survey of student members was proposed to determine whether they had access to the journal from their institutions and wanted to continue to receive a paper copy. It was proposed that academics inform their students of the society. It was further decided that student membership should be confined to one year.

It was decided that Kathleen Daly would write an email to all members outlining the proposed fee increases and the reasons behind these increases. It was further decided that overseas membership prices should be set in Australian dollars (the historical reasons for using US dollars are not apparent). It was proposed that a membership sub-committee be formed, which would survey the entire membership, and that a membership drive, and increased retention of members, should be undertaken. The Asia-Pacific region and areas such as law and accounting should be targeted for increased membership.

6. Letter to new Minister

It was noted that Kathleen Daly would write a letter to the new Minister for Justice and Customs congratulating him on his appointment and noting that ANZSOC takes an active role in activities such its members being involved in screening CRC applications.

7. Newsletter

A report on the progress of the next edition of the newsletter of the society was received.

8. 2008 Conference

It was noted that a decision on the venue of the 2008 conference was required soon. Western Australia and Canberra were proposed as possible venues. Certain members of the committee were to make further enquiries.

7. Next meeting

The next meeting was proposed for 7th July 2007 at a time and place to be decided.

Meeting closed at 12.40pm.

Minutes
Committee of Management Meeting
Friday 3rd August, 11am, via telephone conference

1. Attendance

Apologies: John Pratt, Jan Jordan, Alan Van Zyl, Bronwyn Naylor.

Present: Russell Smith, Christine Bond, Julia Davis, Kathleen Daly, Paul Mazerolle, Matthew Willis, Dean Wilson, Frank Morgan, Rick Sarre, Lyn Hinds.

2. The Journal

A new three-year contract was negotiated with AAP which includes 30 percent royalties, an \$8,000 editorial stipend, digitisation of back issues, electronic submission of articles, electronic access for all members. It is estimated that this will net the society approximately \$30,000 a year.

It was noted that the timings of the royalty payments from AAP was inconvenient for our accounting purposes, and that calendar year subscriptions to the journal might be considered. Expanding the journal to four issues annually was discussed, but it was noted that this would raise the subscription costs. There was a question regarding payment of royalties for back issues, which were copyright the authors, and not the society. There was a discussion as to how the stipend would be spent.

It was agreed that the proposed AAP contract would be signed.

3. 2007 Conference

Rick Sarre reported on the progress of the 2007 conference in Adelaide, and noted that 230 people were on the draft program, and 250-300 people were expected to attend. An ANZSOC table/booth at the conference was discussed, for both the society and the journal, and flyers for the journal and membership forms for the society would be placed on the table. Kathleen Daly proposed to obtain a stand-alone ANZSOC banner. The sequence of events for the dinner was also discussed.

4. Postgraduate workshop.

It was reported that the call for abstracts had been circulated and that 15-16 abstracts had been submitted. Arrangements regarding transportation were discussed. Julia Davis offered a handout on presenting which Dean Wilson accepted.

5. Committee of Management

Potential new members of the Committee of Management, who would be approached to nominate, were discussed.

6. 2008 Conference

It was noted that the Australian Institute of Criminology would host the conference in 2008. A tentative date in September was discussed.

7. Preparations for the AGM

It was noted that reports for the AGM from office holders and sub-committees were due to be received by the 1st of September 2007. Nomination forms are to be distributed with the AGM agenda.

8. Next meeting

The next meeting was proposed for the 7th of September 2007, at a time and place to be nominated.

Report of the Long-Term Planning Sub-Committee 2007

The members of the Long-Term Planning Sub-Committee (Kathleen Daly, Chair; Russell Smith, Paul Mazerolle, and Allan van Zyl) did not meet or have a teleconference during 2006-2007. Many of the initiatives discussed or set in motion in 2006 have been actioned or adopted by the Society (e.g., an increase in membership fees, an increase in revenues from the journal, agreement to hire a one-day a week administrative officer to support the Secretary and other Society activities, and sponsorship of a Society Speaker to increase visibility and stature). There was no need to meet to figure out more new initiatives!

Other key tasks set by the Sub-Committee have not yet been actioned; they include strategies to increase the membership and methods of identifying corporate sponsors.

Deliberation and action was taken on conference location for 2008 (Canberra). Forward planning for conference locations in 2009 and 2010 is desirable.

Many people have ideas about more things that the Society can or should be doing. We do not lack ideas, but rather the necessary person power and commitment from volunteers to action them.

Kathleen Daly (Chair)
Long-Term Planning Committee
31 August 2007

Report of the Professional Affairs and Ethics Sub-Committee to the Annual General Meeting, 25 September 2007

1. Membership

The Society has a Professional Affairs and Ethics Sub-Committee whose membership comprises: Dr Russell G. Smith (Chair, Principal Criminologist, Australian Institute of Criminology), Dr Bronwyn Naylor (Senior Lecturer, Faculty of Law, Monash University, Professor Mark Israel (School of Law, Flinders University), Associate Professor Anna Stewart (Associate Professor, School of Criminology and Criminal Justice, Griffith University), Dr Hennessey Hayes (Senior Lecturer, School of Criminology and Criminal Justice, Griffith University), Associate Professor Eileen Baldry (Associate Professor, Social Work Program, School of Social Sciences and International Studies, Associate Dean (Education) Faculty of Arts & Social Sciences, University of New South Wales), Dr Sally Doran (Consultant, New South Wales – on leave until 2008), and Dr Gary Allen (Manager, Research Ethics, Griffith University).

2. Meeting

The Sub-Committee had one meeting via teleconference on 23 August 2007, Minutes of which are attached.

3. Review of the National Statement on Ethical Conduct in Human Research

In March 2006, members of the Sub-Committee collaborated in the preparation of a submission in response to the Review of the National Statement on Ethical Conduct in Human Research. The Sub-Committee expressed its views concerning the ethical aspects of criminological research involving human participants by raising six areas that have particular relevance to criminological research in Australia and New Zealand at present.

At its meeting in August 2007, members examined the final National Statement which had been issued in March 2007 to determine the extent to which it had addressed the six areas of concern raised. Although some aspects had been fully addressed, others were only partially addressed or not adequately addressed at all. Details are provided in the attachment to the Minutes.

4. Website Database

The Sub-Committee has agreed to develop a database on the ANZSOC Website of criminological ethical issues which have arisen before HRECs when dealing with applications in the recent past. A template has been developed (attached) and will be circulated to researchers and to the Chairs of

relevant Committees in which they can identify relevant issues and indicate how they have been addressed by Committees. This information will then be placed on the ANZSOC Website and organised under relevant themes. Information will only be included with the consent of researchers and HRECs.

5. Revising the ANZSOC Code of Ethics

At the Sub-Committee's teleconference in August 2007, it was agreed that the ANZSOC Code of Ethics would be examined and recommendations made for revisions. These are required in order to note the revised National Statement 2007, as well as the Australian Code for Responsible Research which is soon to be released. Various changes have also been made to the British Society of Criminology's Code of Ethics which ANZSOC might wish to consider.

6. Future Activities

The Sub-Committee has agreed to promote a session at the 2008 Canberra conference on ethical issues.

Russell G. Smith

Chair, Professional Affairs and Ethics Sub-Committee

24 August 2007

Minutes of the Meeting of the Professional Affairs and Ethics Sub-Committee

Venue: By teleconference.

Time: 22 August 2007, 1.00pm to 2.15pm (Melbourne time)

Present via telephone: Dr Russell Smith (Chair), Professor Mark Israel (co-opted Flinders Uni SA), Dr Hennessey Hayes (co-opted Griffith Uni Qld), Associate Professor Eileen Baldry (co-opted UNSW) and Dr Gary Allen (co-opted Griffith Uni Qld).

1. Apologies

Dr Bronwyn Naylor (Vic); Associate Professor Anna Stewart (co-opted Griffith Uni Qld); Dr Sally Doran (who has requested leave of absence until January 2008).

2. NH&MRC, ARC and AVCC National Statement

In March 2007, the NHMRC, in conjunction with the Australian Research Council (ARC) and the Australian Vice-Chancellor's Council (AVCC) released the revised *National Statement on Ethical Conduct in Human Research (National Statement)*. This is available at: <http://www.nhmrc.gov.au/publications/synopses/e72syn.htm>

A summary of the revised document setting out what's new, is available at: http://www.nhmrc.gov.au/publications/synopses/_files/whats_new_NS.rtf

Members of the Sub-Committee have prepared a draft document describing how the National Statement 2007 has dealt with the questions raised in the Sub-Committee's submission made in March 2006 (attached).

3. Website Database of Ethical Issues

The Sub-Committee previously suggested developing a page for the ANZSOC Website dealing with common ethical issues relevant to research in crime and justice and how these have been handled by HRECs. A template could be developed and sent to chairs of relevant HRECs and to researchers in which they could report on the details of criminological ethical issues and how HRECs have responded to them. Such a database should be regularly up-dated and organised around themes.

It was agreed that Russell Smith would develop a template and circulate this for comments. Mark Israel offered to send a copy of the Form he had already developed in his report for BOCSAR. It was further agreed that the database

would be limited to registered HRECs initially and then extended to non-registered Ethics Committees subsequently. Mark Israel agreed to provide contact details for the Chairs of relevant HRECs to Russell. The template would be advertised on Crimnet and sent to all ANZSOC members as well as Chairs of relevant HRECs.

4. ANZSOC Code of Ethics

The Sub-Committee previously raised the question of whether the ANZSOC Code of Ethics should be reviewed in light of changes to the British Society of Criminology's Code of Ethics. Mark Israel reported that the BSC Code has changed in a number of respects including reference to the relationship with sponsors and multi-jurisdictional research. The Australian National Statement 2007, however, is more inclusive than the UK version and, accordingly, the ANZSOC Code needs to be less comprehensive than the BSC one. Australia also has the Code for Responsible Research which is soon to be released. Hennessey Hayes agreed to review the current ANZSOC Code to determine which aspects needed up-dating.

5. Sub-Committee Annual Report

A brief Annual Report needs to be prepared for submission to the AGM in Adelaide. Russell Smith agreed to circulate a draft for comment.

6. Other business

The Sub-Committee discussed the following other issues

(a) RQF

Mark Israel noted that the Deans of Law are examining this at present and that he will keep the Sub-Committee informed of developments.

(b) Links with other professional societies

Gary Allen noted that the Australasian Human Research Ethics Association is developing and has a website at www.ahreh.org. He will keep the Sub-Committee informed on progress on this.

(c) Undergraduate and postgraduate education

Eileen Baldry noted the need for University Program Coordinators to discover what others are doing in relation to educating students concerning ethical issues. It was agreed that information on what is currently being taught should be gathered and disseminated amongst academics.

(d) Panels at conferences

It appears that the 2007 conference does not have any sessions on ethical issues, but that such sessions should be arranged for the 2008 Canberra

conference. There were also no sessions at the 2007 student conference in Adelaide dealing with ethical issues.

7. Next Meeting – To be confirmed.

**How the National Statement on Ethical Conduct in Human Research 2007
compares with the Submission of the Professional Affairs and Ethics Sub-
Committee of
the Australian and New Zealand Society of Criminology**

In March 2006, members of the Professional Affairs and Ethics Sub-Committee of the Australian and New Zealand Society of Criminology Inc collaborated in the preparation of a submission in response to the Review of the National Statement on Ethical Conduct in Human Research. Six areas that had particular relevance to criminological research in Australia and New Zealand at present were raised.

In March 2007, the NHMRC, in conjunction with the Australian Research Council (ARC) and the Australian Vice-Chancellor's Council (AVCC) released the revised *National Statement on Ethical Conduct in Human Research (National Statement)*. This is available at: <http://www.nhmrc.gov.au/publications/synopses/e72syn.htm>

A summary of the revised document setting out what's new, is available at: http://www.nhmrc.gov.au/publications/synopses/_files/whats_new_NS.rtf

Members of the Sub-Committee have examined the 2007 National Statement and make the following observations on the extent to which it addressed the six areas that the Sub-Committee previously raised.

The six areas of concern are as follows with comments in *bold italics*:

(a) The definition of human research

Extension to social science research

The Sub-Committee welcomes the extension of the National Statement to research in the social sciences. In the past, the use of the National Statement was problematic as reference was made to illustrations from the natural sciences, which were often inappropriate for social scientific research. Nonetheless, Section 3 of the draft National Statement continues to emphasise issues that arise in medical research without dealing with issues of particular concern to social science research in sufficient depth. It is also important for Forms used in conjunction with the Statement to be neutral as to the nature of the scientific discipline in order to accommodate social science research. Any examples given, ideally, should also be suitable for the social sciences.

- *Section 3 now includes detailed guidelines on qualitative research*

De-identified data

The Sub-Committee acknowledges that *some* research involving identified data already on the public record, de-identified data, or previously published data raises significant ethical issues, but most such work raises no significant issues or concerns, or it can be more generally located under the heading of 'responsible practice'. The Sub-Committee feels that it is far too inclusive to include all published and de-identified data. For example, it would mean that researchers who obtain data from criminal justice statistics' agencies would require ethics approval (even if through the low risk process). This is an unnecessary extension of the Statement.

The effect of defining all work of this kind as human research could both considerably expand the workload of already over-burdened HRECs, and introduce an unnecessary impediment to work that raises no human research ethics issues, thus generating ill-will amongst researchers.

The Sub-Committee urges the review committee to reconsider these elements in terms of their likely impact upon the operation of HRECs and the potential deleterious results for the climate between researchers and ethics committees. The Sub-Committee recommends that the National Statement include the following guideline on the handling of de-identified data:

Research institutions should promote and support reflective ethical practices by researchers. They should be encouraged to establish a local framework to assist its researchers to identify the level of review required in any given case.

- *Page 8 column 1 includes research involving non-identifiable information in databases, but Guideline 5.1.22 allows Institutions to exempt de-identified database research.*
- *Guideline 2.1.7 also includes in the category of negligible risk research that entails no more than discomfort or inconvenience*

Routine testing and analysis

The definition of research (p. 1 of the draft National Statement) excludes routine testing and routine analysis of materials. The Sub-Committee feels that this should be clarified in such a way that quality review and auditing of activities by administrative agencies (such as police) should be excluded from ethical review, even if this entails the completion of inventories or survey instruments by human participants. The inclusion of such auditing activities by some HRECs leads to a substantial increase in workloads and slows considerably the functioning of HRECs. The last paragraph on page 1 does not provide sufficient guidance on how quality assurance is to be handled (but refers to another document). In many criminal justice agencies, such as

police, there is a large amount of administrative review activities undertaken and these tend not to be centrally co-ordinated and reported to HRECs. A literal interpretation of the guidelines would require the central reporting and monitoring of all such activity (if it is to be regarded as low risk activity) or full ethical review if there is no exemption. The resource implications are of concern.

- *On page 7, column 2, routine testing and analysis is not further defined.*
- *Audit may be excluded if it entails only low risk under Guideline 5.1.22 or 2.1.7*

Consultation with professionals

The Sub-Committee believes that the process of consultation with professionals involved in the practice of criminal justice or policy should be excluded from the definition of research. At present interviewing a small group of law enforcement officers could require review by a HREC. This appears to be unduly burdensome and unnecessary. The Sub-Committee believes that unless a compelling ethical question arises consultation with professionals should not require clearance by a HREC.

- *The material on qualitative research in Section 3 is relevant here.*
- *Consultations may be exempt if it involves only low risk (p. 79)*

(b) The application of the National Statement to government departments and consultants in the private sector

The Sub-Committee notes that university-based researchers are frequently commissioned to conduct work for the private sector and for government agencies for internal use of those organisations or agencies. In addition, criminologists employed in the public sector often carry out research for private sector organisations. In such cases, the contract for the work can often stipulate limitations on the publication of results.

Such work can often be characterised as being audit, evaluation or quality assurance, although on occasions, quantitative and qualitative research involving human participants is involved. We recommend that the NHMRC's existing guidelines for clinical audits be used as a template for producing more broad guidelines for work of this kind. Our reasoning is that such work is often not broadly published; thus, the ethical principle of integrity may need to be assessed by another standard.

A related difficulty for work of this kind is that the mechanisms for recruitment and consent may be quite different from the standards typically

applied by HRECs. For example, if an employer commissions a researcher to evaluate professional development outcomes within their organisation, the employer may direct all staff to participate as a 'work activity'. We note in the second consultation draft's discussion that researchers may justify an alternative approach for consideration by a HREC. We are concerned that this explicit flexibility may not be taken up by HRECs.

We recommend that examples be given to assist researchers and HRECs concerning the ethical considerations (including consent) governing this kind of research. This is perhaps a new role for the HREC Handbook.

- *Examples are not yet provided.*

Lastly, the timeframes associated with commissioned work make even 'expedited review' problematic. This can result in frustration, delay and even lost opportunities for researchers and commercial research sponsors. It may also force a certain amount of such activity 'underground'. Indeed, the Sub-Committee is aware of social scientific research being carried out by private sector organisations which have no ethical review attached at all. Similarly, there is disparity in the extent to which public sector agencies require staff engaged in research to seek and to obtain ethical review of their research activities. The Sub-Committee urges the review committee to flag this as an issue to be considered and addressed by a separate document.

- *Page 7 column 1 extends research to government and private sector*

(c) Research involving illegal activity

The statement of ethical principles and considerations specifically excludes any discussion of legal rights and obligations (p. 3). Nonetheless, the Sub-Committee believes that some questions of legal liability of social science researchers are of such importance that they ought to be addressed in the National Statement.

A key question is how information is conveyed to participants during the consent procedure. The draft National Statement states that 'the guiding principle for researchers is that a person's decision to participate is to be voluntary, and based on sufficient information and adequate understanding' (para. 2.2.1, p. 13).

In criminological research, there are potential risks to participants if they provide incriminating information in that such information might be seized by police or produced in court. In many cases the actual likelihood of such a

demand to provide the information may be very low, and the research may be designed to minimise identifiability of information. Should such risks be explained as part of a consent procedure? Our view is that in stating such risks, participants will decline, and this leads to a chilling effect on research. The Sub-Committee recommends that the Statement should provide guidance on this issue, despite the fact that this may entail the provision of legal advice which, at present, is excluded (p. 68). The advice that 'Institutions should develop policies to inform their and researchers' responses to such orders' (p. 69) is, in the view of the Sub-Committee, inadequate in enabling researchers to understand fully their obligations when conducting research that could involve illegality on the part of participants (or researchers themselves). We would be pleased to suggest guidelines in this area.

- *The National Statement requires researchers to provide clear information to participants on the limitations of consent. The Guidelines are stated specifically NOT to amount to legal advice (section 4.6, p. 67) It was noted that advising participants of the full legal implications of consent could have a chilling effect on future research.*
- *Reference to Ethics and the Law is now included in pp 8-9.*
- *Guideline 4.6.4 suggests the use of pseudonyms and de-identified data to overcome some issues of disclosure to police.*

(d) Criminal liability of researchers

A good deal of criminological research could involve researchers in potential criminal liability, for example, by being an accessory before or after the fact to crimes perpetrated by research participants. The Sub-Committee believes that clear guidance is required in the National Statement about the extent to which such research is ethical and how situations of potential criminal liability should be dealt with (see draft National Statement in Chapter 4.6, pp. 68-9). In addition, guidance is needed about when researchers are required to comply with police requests for data and other information gathered during research activities. For example, the Australian Institute of Criminology's *Human Research Ethics Protocols* (25 November 2003, p. 7), provide specific guidance on when AIC researchers would face criminal liability and in what circumstances. Advice is also given on compliance with police demands for data and information collected from subjects and what to do in situations in which research participants may be involved in the commission of criminal acts. The terms of this guidance may be obtained from the Chair of the HREC of the Australian Institute of Criminology.

The Sub-Committee recommends that these questions be addressed in the National Statement in order to provide clear guidance to researchers

regarding their obligations and responsibilities to the police and the courts when carrying out research.

- *Section 4.6 (p. 67) notes that the statement does not provide legal advice. Researchers need to obtain their own legal advice.*
- *Researchers are required to comply with the law and legal demands for information.*
- *Institutions are required to provide legal protection for researchers employed by them.*
- *It was noted that many HRECs do not know what view their Institutions have on questions of legal indemnity and advice for researchers.*

(e) Multi-site research and duplication of procedures

The Sub-Committee notes the considerable volume of academic commentary from Australia, the United States and the United Kingdom, which indicates that even when the national framework provides a sensible and efficient solution for the review of multi-site research, it is frequently resisted or ignored by ethics committees.

We support the efforts in the second consultation draft in reinforcing the message to HRECs that, if a proposed multi-site project has already been reviewed by another HREC, it should only be reviewed again under very special circumstances (the criteria of which should be available and transparent).

We recommend that National Statement includes an explicit articulation that the standard position for multi-site human research is that there would only be one HREC review. This could be achieved by adopting the following:

- Institutions may have a specific duty of care to some participants. These should be addressed through local governance arrangements, and may result in a form of special local review. However, the existence of such matters does not mean that such work would need to be reviewed by that institution's HREC.
- Only under very special circumstances should a local HREC review a proposal that has already been reviewed by another HREC. The criteria for making such a determination should be publicly available, and there should be an independent review process for any decision to conduct a local review.
- There should be some guidance offered as to which HREC in a multi-site project should conduct the review.

- *See Section 4.8 on research in other countries and Section 5.3 on avoiding duplication*

(f) Covert research

In many cases, research in the broad social sciences will involve some degree of limited disclosure. For example, a researcher may administer a survey apparently about preferred post codes for home residence, without disclosing that they are interested whether perceptions of crime rate play a role in this decision making. The Sub-Committee agrees that a reflection about extra risk, disclosure and withdrawal of data is an appropriate feature of the ethical design, review and conduct of such work. However, the Sub-Committee disagrees that that all such work must be reviewed by a HREC. In many cases the limited prior disclosure is so innocuous, that an 'expedited review' is still appropriate.

- *Note that page 8 column 2 extends the Statement to non-participants, namely people who may be affected by the research but not realise that they are being studied.*
- *See the low risk exemption categories on page 79.*

(g) Other matters

Clarity of guidance

The Sub-Committee believes that clear guidance should be provided in the National Statement regarding the application of general principles of ethical review to a multitude of different fact situations. At present, the looseness of drafting means that it is impossible to know in many situations whether requirements are cumulative or in the alternative, and whether the listed conditions are illustrative or exhaustive. It is also sometimes difficult to understand the relationship between the clauses (e.g. 5.1.7 and 5.1.9: where it is unclear if the intent is to establish 3 levels of activity governed by 3 different processes: full ethical review, processes other than full review, complete exemption).

- *Largely addressed now – see p. 79.*

Review of decisions

Finally, the Sub-Committee believes that a more robust procedure be specified for the review of decisions of HRECs, some of which can be arbitrary and capricious. A simple and quick appeal process could be provided for to deal with situations in which decisions are clearly flawed in order to provide a fair

outcome for applicants. If such a procedure were to be introduced, it would be necessary to have adequate screening of appeals to remove frivolous or vexatious complaints that may be raised.

CRIMINOLOGICAL HUMAN RESEARCH ETHICS ISSUES
DATABASE

To be completed by Principal Researchers of Chairs of Human Research Ethics Committees.

Please supply the following information for inclusion on the ANZSOC Criminological Human Research Issues Database available at <http://www.anzsoc.org/society/codeOfEthics.html>

Your name / contact details and the name / contact details of the Human Research Ethics Committee in question will not be included in the public database, but are only required for clarification of any problems with the information required. If you prefer not to supply these details then please leave these blank. If you have any questions, please contact Dr Russell Smith, Chair of ANZSOCs Professional Affairs and Ethics Sub-Committee Email: Russell.Smith@aic.gov.au

1. Nature of Research *(up to 100 words)*

Please provide a brief statement of the general nature of the research proposal that was submitted to the HREC including the basic design and methods

2. Criminological Ethical Issue(s) *(up to 50 words for each issue)*

Please indicate precisely the nature of the ethical issue(s) that was addressed by the HREC (numbered (a), (b) etc.)

3. Outcomes *(up to 50 words for each issue)*

Please indicate how the HREC resolved each of the ethical issues that were raised (numbered (a), (b) etc). This may be inconclusive. Where clear conclusions are stated there should be some indication of why the committee adopted one point of view rather than another. Also indicate if the resolution was by a majority or unanimous.

Title of research project: *(brief only)*

Type of ethics committee: *(e.g. university, police, health, justice dept etc)*

Location of HREC: *(Australian State / Territory / New Zealand)*

Position: *(HREC chair, Principal Researcher etc)*

Date this form completed: *(day, month, year)*

Date HREC made its decision: *(month, year)*

By whom completed: *(name – optional)*

Email address / telephone number: *(optional)*

Name of ethics committee: *(optional)*

Types of Ethical Issues: *(to be completed by us)*

ANZSOC Postgraduate Subcommittee: Report for 2007

The Australian and New Zealand Society of Criminology's (ANZOC) Management Committee has a continued interest and commitment to the involvement of, and support for, postgraduate criminology students in Australia and New Zealand. As part of this ongoing commitment, a new postgraduate sub-committee was formed in early 2007. The subcommittee is comprised of established criminologists and postgraduate students. The sub-committee members are Dean Wilson (Monash University - Chair), Lyn Hinds (ANU), Mark Israel (Flinders University), Nadine McKillop (Griffith University), Beejay Silcox (University of Melbourne) and Jennifer Wood (ANU). The involvement of postgraduate criminology students and early career researchers in the sub-committee enables the provision of input reflecting the current needs and interests of postgraduate criminology students.

The major project for 2007 has been the planning and development of the inaugural ANZSOC Postgraduate Research Conference. The Conference is being held on Sunday 23rd September, from 9.30am to 3.30pm at Flinders University immediately preceding the 20th annual ANZSOC Conference.

The subcommittee's business for 2007 has largely been concerned with conference organization. The subcommittee has remained in regular contact via email and held one teleconference to date in order to develop the conference. In developing the conference program, subcommittee members canvassed ideas for the most appropriate format. In this the input of postgraduate members of the subcommittee was invaluable.

The program was developed to parallel the process of established conference programs nationally and internationally, and to provide postgraduate students with the opportunity to present their research in a supportive, collegial environment. In addition to this, the ANZSOC Postgraduate Research Conference provided an opportunity to network with other researchers with similar expertise, enhance presentation experience, and enable valuable feedback from other postgraduate researchers in the criminology field. Financial assistance from the ANZSOC Management Committee has enabled the sub-committee to organise a complimentary conference dinner on the Saturday evening prior to the ANZSOC Postgraduate Research Conference, allowing presenters the opportunity to network and expand their research profile.

In its first year the subcommittee has functioned successfully to strengthen the interface between ANZSOC and Australia's thriving postgraduate criminology community. Possible future projects include conferences and possibly a database of postgraduate research. Inevitably, postgraduates will have many other valuable suggestions as to the role ANZSOC might play in fostering a vibrant postgraduate criminology culture in Australia.

(Dr Dean Wilson, Chair, ANZSOC Postgraduate Subcommittee)