



Meeting of the Executive Committee
World Society of Victimology

Tokiwa International Victimology Institute
Tokiwa University
Mito, Japan

2 - 3 August, 2008

President - Prof Dr John Dussich

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Meeting opened at 0910 hours / 9.00 am

Present in-person: John Dussich (Chair), Gerd Kirchhoff, Frans Winkel, Michael O'Connell (Acting Secretary), Marc Groenhuijsen, Marianne Hilf, K Chockalingam.

Present via Skype: Paul Friday, Xin Ren & Annette Pearson

1. Welcome – Chair requested that Kevin McManus attend as an observer to manage the Skype link to members who were not present in person. Committee agreed.
2. Absent – Hidemichi Morosawa, Jo-Anne Wemmers & Maria de Lima.
3. Agenda – Amended agenda distributed & request for members to add other items under other business.
4. Minutes – Minutes of the previous meeting of the executive committee accepted without amendment.
5. President's Report – Presented & spoken to by the President, John Dussich. Moved to accept without amendment, seconded and approved, with thanks.
6. Secretary-General's Report – Presented by the President for Jo-Anne Wemmers & issues discussed as per the report, and then proposal to accept the report carried.
 - 6.1 Agreed that in future it was incumbent on the out-going executive committee to ensure that executive office holders were aware of the WSV's obligation to provide the German Notary with information pursuant to German Law as soon as practical after an election, appointment of office holders and so on. Consistent, steps were recently taken to ensure the WSV was compliant with German Law, which was confirmed by oral report prior to the executive committee meeting.

Action: Out-going President and Secretary-General to ensure that new incumbents are aware of their obligations.

6.2 Discussion on whether to alter the present arrangements for registration of the WSV under German Law resulted in a general view that the present arrangement was satisfactory for the time-being. Matters covered included the experiences of the European Forum and the debate that had lasted for several years; English law and complexities plus expense; approaches of other societies such as criminological societies that are registered in France as well as the complexities and difficulties associated with registration in America and Canada. Some expressed a preference to leave the WSV's registration in Germany, which had proven appropriate. It was pointed out that it would be impractical to expect that the President and Secretary-General, plus the registration authority would always be from the same country or even on the same continent. It was proposed that the Secretary-General and the Treasurer should be tasked with preparing a report on the pros and cons, drawing on the conversation that happened. After discussion, the President revamped Jo-Anne Wemmer's statement (as per her report as Secretary-General) and put a proposal that the registration should remain in Germany for the time being but also that the Secretary-General and Treasurer are to prepare a report, after consulting the Notary, on the pros and cons of changing the existing registration arrangement. Committee resolved in favour of the proposal.

Action: Proposal agreed but also Secretary-General and Treasurer to prepare a report for the next meeting of the executive committee.

6.3 Discussion on how best to fund and conduct the forthcoming election of executive committee members. The Secretary-General had requested \$US3,000. The committee agreed to advance that sum on the basis that a record of expenditure would be kept by the Secretary-General and a reconciliation statement supplied to the Treasurer as soon as practical after the election process was completed, and that any under-spent funds be repaid to the WSV. The committee also agreed on the election process. The Secretary-General should send a letter inviting nominations to stand for election to all WSV members. On receipt of nominations, the Secretary-General will then check with the Treasurer that nominees are financial members of the WSV before writing to them seeking confirmation and a statement for distribution to all members on their reasons for wanting to be elected. Once nominations have been confirmed and statements received, the Secretary-General will arrange a ballot of all members. All returned ballot papers will be received by the German notary who will prepare an independent report on the results that will be made available to all members.

Action: Secretary-General to act on the resolutions of the committee.

6.4 Executive committee thanked the Secretary-General for her report and its content.

7. Treasurer's Report – Presented by Paul Friday, discussed and proposal to accept carried.

7.1 The executive committee was concerned by the number of not paid up existing members but also pleased by the increase in new members.

Committee was thankful for the membership break-down and agreed that the practice should continue in future Treasurer's reports. After discussion on several specific items in the report, which were clarified, the executive committee accepted the report.

Action: Treasurer to supply information on the funding & refund arrangements that were made between the WSV and the organisers of the 2006 symposium in Orlando.

7.2 On behalf of the Executive Committee, the President thanked Treasurer for his report.

8. Membership Committee Report – Presented by Marianne Hilf, discussed and proposal to accept carried.

8.1 A query raised about the membership of the Membership committee suggested that there might be a discrepancy between the membership and the requirements in the Procedures Manual, for the purpose of the meeting and for the benefit of the Membership Committee, it was agreed by all to set aside a provision in the Procedures Manual (Appendix 1, page 13, 2006 edition).

8.2 The executive committee acknowledged the work done by the Membership Committee to distribute the revised WSV brochure. Due to concerns about over-lap of committees' objective and tasks (which is not unique to this committee), the executive committee also agreed that there should be greater collaboration between the Membership Committee and the Public Relations Committee, and for this purpose it resolved that the respective chairs should liaise whenever practical and at least once before the next executive committee meeting.

Action: Chairs of the Membership Committee and the Public Relations Committee to liaise whenever practical and at least once before the next executive committee meeting

8.3 The executive committee endorsed the Membership Committee's proposal to encourage 100 victimological experts to become WSV members, beginning in 2008-09. The executive committee also resolved that through the minutes it would remind all WSV members to be vigilant in seeking new members. The executive committee proposed that the Membership Committee examine the feasibility of identifying members by region and helping them to set-up local networks to foster memberships.

Action: Membership Committee to examine feasibility of bolstering the WSV membership via regional networks.

8.4 As per concern expressed about non-financial members during the Treasurer's report, the executive committee again queried the number of these members. The Treasurer undertook to send renewal notices to all members since 2003. He also agreed to send to those members who he contacted by email, an electronic version of the promotional pamphlet for the next symposium.

Action: Treasurer to send renewal notices with a copy of the promotional pamphlet for the next symposium.

8.5 The executive committee also agreed to a proposal that the objective to double the WSV membership be incorporated into the objectives of the Membership Committee.

Action: Objective to double the membership of the WSV should be incorporated into other objectives of the Membership Committee.

8.6 The executive committee thanked the Membership Committee for its endeavours in 2007-08 and encouraged members to continue to work towards attaining its objectives.

9. Scientific Committee Report – Presented by Frans Winkel, discussed and accepted without amendment.

9.1 The compilation of proceedings of the 2006 Orlando symposium, which will comprise 12 chapters written by invited participants at the symposium, has begun and a publisher has been sourced.

9.2 The Scientific Committee reported that its review of scientific and academic forums revealed that the WSV was not recognised widely, and that the WSV executive committee should discuss ways to raise the standing of the WSV in the scientific community. Several strategies were highlighted, such as requesting executive committee members with a scientific and/or academic background to actively represent the WSV in their respective regions.

Action: Executive members to actively represent the WSV in their respective scientific communities.

9.3 The executive committee praised the Scientific Committee for setting out a research agenda that offered useful options to advance the WSV's aims.

10. Public Relations Committee Report – Presented by the President, which was discussed and accepted with reservations outlined below.

10.1 The executive committee discussed the relationship between the 'Big 4' criminological associations / societies and the WSV. Deliberations on the status of that relationship led to agreement that only the President and Secretary-General could enter into formal negotiations, and then only with the approval of the executive committee. Several members of the executive committee felt that it would be inappropriate for the WSV to be tied to any of the 'Big 4' such that the WSV lost its unique identity. Members of the 'Big 4' are criminologically focused whereas the WSV is victimologically focused – the executive committee agreed overwhelmingly that this should not be taken for granted, nor ignored. Thus, the executive committee resolved that any advance on such a relationship should happen only if stated as the 'Big 4' and the WSV, not the 'Big 5' including the WSV.

Action: The President and the Chair, Public Relations Committee to explore ways to progress an association with the 'Big 4' but only in terms endorsed by the executive committee, then the Chair is to produce a report for the executive committee that can be discussed out-of-session if needed.

10.2 The executive committee resolved that the chair of the Public Relations Committee should not engage in further discussions without first consulting the President. It also agreed that the chair of that committee should be permitted to speak, on behalf of the WSV, with members of the 'Big 4' but have not authority to enter into any agreement or make any commitment for the WSV. Rather, any proposed agreement and request for commitment should be presented to the executive committee, even out of session. The executive committee resolved that the President should personally thank the Chair, Public Relations Committee, for the committee's work and achievements.

Action: The President will speak with the Chair, Public Relations Committee and explain the executive committee's concerns and resolutions.

11. Website Committee Report – The President presented the report that was discussed and accepted, with thanks, after the executive committee dealt with several issues.

11.1 The executive committee approved the payment of \$300 to renew the domain name.

Action: Treasurer to pay \$300 to re-register WSV domain name.

11.2 The executive committee acknowledged that the website was now available in 23 languages via Google tools but expressed concern because some translations were not accurate; for instance, the Chinese website refers to the committee chairs as furniture. Notwithstanding, the executive committee praised the webmaster's (Randy McCall) innovation.

The executive committee received advice that some WSV members had not been able to logon onto the members' only section on the website. The Treasurer agreed to send all paid up members an email with the logon information, including password.

Action: Treasure to send an email to all WSV members with logon information.

11.3 The executive committee discussed the suggestion that there is an overlap on the WSV, Intervict and IOVA websites regarding information on the draft UN Convention, which has also resulted in inconsistencies, such as the titled of the draft convention. The committee was told that the three organisations had reached agreement on the content and so on. In reply to a request for more information on the agreement, the executive committee endorsed a proposal that the Website Committee be tasked to include information in its report next year. The executive committee also agreed that Intervict should host the current draft convention and translations etc.

Action: Website Committee to report in 2009 on any agreement reached between WSV, Intervict and IOVA on information pertaining to the draft UN convention.

12. UN Liaison Committee – Report presented by Marc Groenhuijsen, discussed and accepted with amendment.

12.1 The executive committee heard that the draft convention has been actively promoted through different forums, in particular, members had attended the ISPAC and the UN Crime Commission; and the TIVI hosted a symposium. Alas, the committee had not been able to convince the UN Crime Commission to put the draft convention on its agenda. The congress themes and workshop topics had been agreed before the WSV input. The executive committee endorsed a proposal that Marc Groenhuijsen and John Dussich should, as a matter of urgency, draft a resolution for the next UN Crime Commission congress in 2009.

Action: Marc Groenhuijsen and John Dussich to draft a resolution on the draft convention for presentation to the UN Crime Commission congress next year.

12.2 The UN Liaison Committee's report highlighted many activities taken by different people to advance the draft convention. Some members of the executive committee were worried that uncoordinated approaches, although commendable, could hinder in the long-term. In reply to a request for common information on the draft convention and related matters, such as the history of its development, the executive committee agreed that the resolution being prepared should include information to guide any future activities by WSV members.

The executive committee also talked about other next steps that required attention. They referred to e-mail from Randy McCall highlighting the need for constant and consistent visibility; to ensure adequate resources are allocated and co-ordinated; and, to explore ways to improve accessibility to appropriate forums etc and encourage participation. Several members of the executive reflected on ways to foster support such as having a standard information pack that could be presented at regional activities and other events attended by members.

It was agreed that a marketing strategy is necessary that articulated the selling points in clear statements. This task was assigned to the UN Liaison Committee.

Action: UN Liaison Committee to develop a marketing strategy.

12.3 Furthermore, it was agreed that Marc Groenhuijsen as chair of the UN Liaison Committee, member of the WSV Executive Committee and Director of Intervict (thus the common link between the lead partners on for the draft convention) should devise an Action Plan with tasks then to be assigned to each member. In so doing, he should be better placed to identify gaps in the approaches taken to-date and in liaison with others should seek solutions.

Action: Chair of UN Liaison Committee to develop an Action Plan to guide WSV and partners in advancing the draft convention.

12.4 A verbal report was also given by John Dussich on developments in Australia and Canada and then referred members to e-mails appended to the UN Liaison Committee's report.

12.5 The Executive Committee then thanked members for the steps taken to-date and to be taken to advance this important initiative.

Paul Friday departs.

12.6 The Executive Committee returned to discuss the e-mail from Randy McCall, which was read with recommendations. After discussion, the committee endorsed the recommendation to give the convention project a uniform name that all partners will adopt.

12.7 The committee heard that it was premature to set-up a dedicated website for the convention project. At this time it was more important to maintain

the integrity and consistency of the information. The committee agreed and

resolved that steps should be taken to standardise the information. Committee felt that this could be achieved by asking partners to use active links to the Intervict website pages on the convention. Up-dates on developments could then be made centrally. The Intervict website could be use like a clearinghouse. The committee also discussed the importance of keeping the project identified with the WSV and partners and developing MOUs with partners to ensure that this, amongst other things such as consistency in information, happened.

It was agreed that John Dussich for the WSV and Marc Groenhuijsen for Intervict should exchange letters of understanding as soon as practical.

Action: Marc Groenhuijsen to write to all partners, including IOVA and TIVI, to request that all promotional materials be linked to the Intervict website hosting the draft convention and to standardise any references to the convention to avoid confusion, amongst other things.

Action: John Dussich for WSV and Marc Groenhuijsen for Intervict to exchange letters of understanding as partners in the UN convention project.

12.8 On partners, the Executive Committee was asked, in the context of TIVI as a partner in the project, to consider Randy McCall's third recommendation. The committee acknowledged that the project began as a joint venture between the WSV and Intervict and that neither wanted to monopolise the project. It also acknowledged other partners including TIVI that had co-hosted a successful symposium on the draft convention in 2008. Some members felt that more credit should be given to TIVI but others felt that it would be inappropriate to single out agencies and organisations that had joined the original two sponsors – WSV and Intervict. The committee also heard, for instance, that it will be necessary to resolve the partner issue with IOVA and any future agencies / organisations. It was decided that it would be impractical to change the lead organisations – WSV and Intervict – but more could be done to acknowledge the contributions and continuing commitment of other partners; thus, any MOU or letter of understanding should address this issue.

Action: The Executive's final resolution agreed recommendations 1 and 2 in the e-mail report from Randy McCall but recommendation 3 agreed in principle but subject to John Dussich and Marc Groenhuijsen reporting on their deliberations over a MOU and a letter of understanding that will serve as a model for engagement with other partners. The committee agreed that recommendation 3 should be passed once this issue has been resolved (see the committee's report for recommendations).

13. Publications Committee Report – Presented by Michael O'Connell, discussed and accepted.

13.1 The Executive Committee agreed that the draft international convention on victims' rights should be promoted through *The Victimologist* and that progress reports should also be published periodically.

As *The Victimologist* is not currently available in hard copy for all members, the Executive Committee considered alternative ways to distribute the newsletter. The cost per copy plus postage was identified as the main impediment to returning to the hard copy distribution that happened when the Ministry for Justice in the Netherlands produced *The Victimologist*. It was decided that Michael O'Connell, as Chair of the Publications Committee, would contact Randy McCall to test the practicality of sending all WSV members an email notice whenever *The Victimologist* is published.

Action: Michael O'Connell and Randy McCall to explore the practicality of sending all WSV members an email notice whenever *The Victimologist* is published.

13.2 The Executive Committee also discussed identifying regional ambassadors who could promote the WSV and help distribute *The Victimologist*. Committee agreed that each executive member should act as an ambassador but also that the Publications Committee should examine this proposal and report to the next Executive Committee meeting.

Action: Michael O'Connell to examine the proposal to appoint regional ambassadors to advance the objects of the WSV and help distribute *The Victimologist*.

13.3 The Executive Committee also heard that a publisher was being sought for the proceedings of the symposium held at the TIVI on the draft international convention on victims' rights. Two proposals have been developed but neither has resulted in a publication deal. Michael O'Connell, as chair of the Publications Committee, offered to produce the proceedings as an electronic book for the WSV. The Executive Committee endorsed his proposal subject to the other two proposals being unsuccessful.

Action: Michael O'Connell, for the WSV, to publish the symposium proceedings as an electronic book if both of the two TIVI proposals are unsuccessful.

13.4 The President advised the Executive Committee that TIVI is seeking a new publisher for its journal *International Perspectives on Victimology*. He outlined in confidence the discussions that had happened to-date, and added that TIVI intended to acknowledge WSV as a partner

14. Awards Committee Report – Presented by Chockalingam.

14.1 The Executive Committee noted that the report did not discuss the proposals adequately. For instance, it is likely that the names of persons suggested for awards might not be able to be used without approval. The Executive Committee decided that on this issue legal advice should be taken. This task was referred back to the Awards Committee.

Action: Awards Committee to obtain legal advice on the use of people's names and to prepare advice for the Executive Committee to advance this matter, including draft letters if necessary.

14.2 Thereafter, the Executive Committee decided to accept the Awards Committee Report for further discussion. On the Young Victimologist Award, the Executive Committee felt that it was not adequately informed to decide whether this award should be a scholarship and, if so, whether it should be offered for each of the six Victimology and Victim Assistance Course; or should it be an award for the best young victimologist selected from the most outstanding student, or should the award be for another purpose. The Executive Committee referred this matter back to the awards committee for a report before the next Executive Committee meeting. The Executive Committee also felt that the WSV should not have too many awards and that any new award should be to honour the outstanding work of a new victimologist. As well, several Executive Committee members expressed that the proposed award should be clearly distinguishable from existing awards. This issue was also referred to the Awards Committee. As well, the Executive Committee noted that there was already scope to acknowledge individuals by Certificate of Appreciation and appointment as an Honorary Member

Action: Awards Committee to revisit the proposal for a 'Young Victimologist Award' and to examine the feasibility of having more awards given the existing provisions to award a Certificate of Appreciation and to appoint an Honorary Member; and, to report on these issues as soon as practical given awards are usually made at the international symposium.

Meeting concluded at 5 pm as members had a commitment at 6 pm.

Meeting resumed at 9 am on 3 August, 2008.

Present in-person: John Dussich (Chair), Hidemichi Morosawa, Gerd Kirchhoff, Frans Winkel, Michael O'Connell (Acting Secretary), Marc Groenhuijsen, Marianne Hilf, K Chockalingam.

Present via Skype: Paul Friday, Xin Ren & Annette Pearson

14. Awards Committee – discussion continued.

14.2 The Executive Committee favoured the Young Victimologist Award being named after Benjamin Mendelsohn then reiterated its previous decisions to refer matters above to the Awards Committee. Also, asked that the Awards Committee develop terms of reference for the award, to clarify the existing awards and to ensure that it takes into account the BSI and Procedures Manual in its report on the Actions above.

Action: Awards Committee to develop terms of reference for the Young Victimologist Award {title to be determined if the award is later agreed} and to clarify the existing awards, having regard for the BSI and Procedures Manual.

15. Symposium Organising Committee – A status report comprising a PowerPoint presentation by Professor Morosawa in co-operation with Professors Chockalingam, Kirchhoff and Dussich with assistance from Mr McManus and Mr Otsuki was received.

15.1 The presentation covered:

- The membership of the Scientific Programme Committee (chaired by Professor Chockalingam).
- The general theme and a description of nine sub-themes —
 - Theory on Victimology and Human Security (agreed without comment);
 - The Draft Convention on Victims' Rights (agreed but also that the programme and other materials should list the draft by title as per the Intervict website);
 - The work of the UNHCR and victims of abuse of power, refugee victims and displaced persons (agreed);
 - Victims of human trafficking, sexual exploitation and other trans-national victimisations (agreed);
 - Victim issues in the national justice systems, especially Asia (agreed);
 - Responses to disaster victimisation (agreed);
 - Psycho-traumatological and psychologised interventions, building a network and co-ordination of victim-specialised interveners (professionals and volunteers) (agreed);

- Victimisation of indigenous people and other socially marginalised groups (agreed);
- Special victimisations, among them victims of family violence, torture, terrorist attacks, consumer fraud, and cyber victims (agreed).

Those of the executive committee not on the symposium organising committee acknowledged Professor Kirchhoff's observation that the theme and sub-themes provided a remarkably progressive overview of the proposed programme. As well the executive committee noted that the symposium organising committee had received letters about the draft programme from Dr M Joutsen and Dr S Garkawe.

- The symposium website that had been up-dated in ways consistent with the feedback.
- The structure of the scientific programme (based on an example that was discussed resulting in a request for suggestions for rapporteurs and session chairs.
- The package to be offered to keynote speakers and who those speakers might be —
 - Murray Straus - DV / Family Violence (who has accepted) — agreed by all.
 - Dean Kilpatrick - Research / Sexual Violence (who has accepted) — agreed by all.
 - Nils Christie - Research / Victimological Discourse (who has accepted in principle) — agreed by a majority on the basis that he be instructed to give a fresh paper and not repeat his primary thesis, which he has given as a keynote on other occasions.
 - Saburo Takizawa - UN High Commissioner for Refugees (who has indicated a willingness to attend) — agreed by all.
 - Tadashi Kato - Chairman, AINU Association (no contact yet) — agreed by all, or an alternative (such as Mick Dodson from Australia) on the relevant issue of Indigenous people as victims.
 - Isao Okamura - Co-victim of homicide / Victim Advocate (to be confirmed) — agreed by all.
 - Gottfried Fischer - Research / Evidence-based Practice (for consideration) — agreed by all.
 - Ole Vedel Rasmussen - Senior Medical Consultant / Torture (for consideration) — agreed by a majority.
 - Princess of Thailand - Law / Child Protection (for consideration) — agreed by all

Additional persons considered

- Heather Strang — proposed and agreed by all.
- Dr. Anna Baldry — proposed and agreed by all.

Action: After discussion, the executive committee endorsed the symposium organising committee's recommendations.

- The state of affairs regarding papers, poster sessions and workshop requests.

- The daily programme (by example) —

Action: After discussion it was agreed that keynote speakers would be allocated up to 45 minutes per session and that where practical the organising committee would explore having keynotes followed by panel discussions.

15.2 A tour of the Tokiwa University followed (with maps distributed). Members of the Executive Committee expressed their views, which included:

- Facilities are good.
- Administrators have planned for three contingencies, which is impressive.

15.3 Discussion on the programme etc continued:

- The Professional Excursion Programme (for Wednesday afternoon).
 - Translation Plan and the decision to offer English and Japanese at the keynote / plenary sessions, which the executive committee endorsed, although with reservation because some felt further attempts should be made to facilitate Spanish so the symposium was more attractive to Latin American delegates. Similarly, it was agreed that inquiries should be made into the provision of Chinese. It was pointed out that those services would be expensive but also that the ideas were not rejected and further exploration would be made. For this purpose, it was suggested that the Symposium Organising Committee contact the UN University to ascertain whether they might have equipment and staff that would help.

Action: Symposium Organising Committee to inquiry into:

- (i) Interpreting & translation services for Spanish and Chinese
 - (ii) Whether equipment and staff can be obtained from another source, such as the UN University, rather than pay commercial rates.
- Registration information such as fees and what is included in registration. Regarding these fees it was agreed that the UN's terms for low income, upper low income and so on be used. It was also agreed that a discount should be offered to WSV members and that membership fees, if paid at the time of registration, should not be counted in the budget (see below).
- Accommodation, meals and other administration items. Executive committee agreed that the bus service should be better explained and the Narita to Mito service be distinguished from information on local bus services. Thus, the 30,000 Yen applied only to the service from Narita to Mito and would not apply to local services such as might be used to travel from hotel to Tokiwa campus.

- 15.4 A draft budget was distributed, and a decision was taken that the President would ensure that Paul Friday had a copy (consistent with a decision taken at the previous executive committee meeting). It was agreed that registration fee and membership fee should be counted separately but also that delegates be encouraged to pay both fees on registration.

Action: Registration fee and WSV membership to be treated separately but collected at same time as registration.

Paul Friday retired.

- 15.5 The membership of the International Advisory Board and the Local Advisory Board were discussed. It was noted that several members of the Advisory Board have taken their responsibilities seriously, which was pleasing. It was also pointed out that the membership of the Local Advisory Board would be extended to include two Koreans.

Action: The Executive Committee approved the appointment of two Koreans with victimological knowledge / experience to the Local Advisory Board.

- 15.6 On the proposed scientific excursion, a majority of the Executive Committee felt that the proposal was not scientific; rather it is a professional excursion. If the excursion is available then the content and / or options should be informative and interesting, and not simply wondering through offices of victim services and police stations etc.

- 15.7 Some Executive Committee members reflected on the regional or group meetings that were held in Orlando. Those who had positive experiences suggested that an opportunity should exist for similar meetings where people can share ideas and map out agendas for themselves and perhaps the WSV. For example, indigenous peoples could meet to discuss common issues and tried solutions. It was agreed that the Symposium Committee should explore this as part of the program.

Action: Symposium committee to explore practicality of holding regional or group meetings as a formal component of the program.

- 15.8 Executive Committee endorsed proposal to hold the TIVI Post-graduate course on victimology and victim assistance to coincide with the symposium. As usual the course will incorporate activities for students, such course reception and graduation dinner (if practical).

16. Victim Services Committee - Report distributed by Xin Ren, considered and accepted.

- 16.1 Xin Ren, as chair, pointed out that the membership of this committee was not finalised; in particular a vacancy existed due to Marlene Young's resignation.

- 16.2 The executive committee noted the work done to develop a victim assistance / services reference data-base but also suggested that the Victim Services Committee examine whether to link the WSV data-base

with the VA On-line and the service directory maintained by the Office for Victims of Crime, Department of Justice, USA. The executive committee also spoke about other knowledge bases that WSV members should be made aware of, if they were not already. These bases are: the UK evidence-based treatment and the Australian evidence-based treatment guidelines.

Action: Committee to examine and report on the executive committee's suggestion on linking the WSV data-base to other sites with service directories.

- 16.3 It was noted that there was no report on the status of victim services / victim assistance in Europe. This omission was acknowledged but also it was observed that the content of the report reflected the membership. It was suggested that the committee could contact Victim Support Europe.

Action: Committee to explore ways to attain a more comprehensive overview of victim services and developments in victim assistance by forging links with other agencies, organisations and attracting new members to the committee from regions not currently represented.

- 16.4 The chair queried the overlap in work assigned to committees, then added that her committee had decided to leave reporting on international developments such as the draft convention on victims' rights to the UN Liaison Committee and so on.

- 16.5 The need to identify a funding source was discussed because the Victim Service Committee felt it could not achieve satisfactorily its existing tasks without funds. This issue remained unresolved as it is common to other committees.

17. International Course Committee - John Dussich presented his report and elaborated on the courses that had been held in 2007-08.

- 17.1 As chair, John Dussich mentioned the committee's disappointment that the sponsorship for the Central American course was no longer available. He also stated that starting courses in an Arab / Middle East country was a priority that had not been realised and invited executive committee members to explore avenues that might be available to them, and then report to him.

Action: Executive committee members to seek out and explore avenues to develop a course on victimology and victim assistance in an Arab country.

17.2 Executive committee discussed the format of international courses, especially the standard 2-weeks that was difficult to adopt in some locations, such as some places in South America. The Chile 2-day seminar was outlined as an alternative but some felt that seminars or

courses shorter than 2-weeks constrained the content so it was near impossible to teach victimology and victim assistance to a credible standard. This gave rise to a discussion on the constitution of a course and the requirements of the WSV to accredit a course. In developing courses, students' needs are important. Some want academic credits, so there must be standards and assessment sufficient to up hold the merit of the certificate / diploma issued by the WSV.

17.3 The Executive Committee was told that meetings had occurred in the Justice Centre in Chile with staff from CEJA (Centre for American Justice Studies) to explore teaching victimological matters. It was agreed that whether the WSV would collaborate was a matter for the Executive Committee, so the International Courses Committee was tasked to report on this matter and the earlier question on what should be the core components of a course on victimology and victim assistance at a future meeting.

17.4 The Executive Committee also talked about alternative delivery methods such as teleconferencing, which is used to deliver, for example, the National Victim Assistance Academy in the USA. Pre-recorded lectures could also be used to reduce the demand on lecturers / experts.

Action: International Courses Committee to report on developments in South America, in particular the CEJA initiative and on the core components of a course on victimology and victim assistance that could be used to judge the merit and academic standing of existing and future international courses, as well as to explore alternative methods of delivering courses / lectures.

18. Regional Development Committee — no report presented.

19. Policy and Programme Committee - Report made earlier by Michael O'Connell, but by motion that was carried, it was agreed to insert that report as item 19. The report was accepted after discussion on:

19.1 Amendments to the Procedures Manual — Michael O'Connell reported that he had tasked staff in his office who are not members of the WSV to a review the Procedures Manual and the Basic Statutes of Incorporation. This resulted in proposals to amend some sections / clauses and for the Executive Committee to settle its position on certain matters.

19.2 Michael O'Connell reported

- An email vote procedure for the Executive Committee and the WSV membership
Executive committee talked about the inherent difficulties in holding a secret ballot by email. They agreed that a procedure might be possible but, if so, it would be necessary to establish whether it complied with the BSI.

Action: Michael O'Connell to liaise with Gerd Kirchhoff who will inquire of the German notary on any procedures or requirements that the WSV would need to take into account should it choose to advance an email voting system.
- Voting procedures to the Executive Committee
Consistent with the sentiment expressed at the 2006 Annual General Meeting, the Executive Committee agreed to return to a voting process that required an independent overview and a full transparent report on the results. For this purpose, they resolved to return to the earlier process involving the German Notary.

During the discussion the eligibility of multiple members from one institution or country to stand for election was queried. Views were mixed. Several members felt that each of the victimological institutes should not have more than one member on the executive committee and that the perception that the executive committee might be stacked in favour of a particular institute, country or region should be addressed. Others felt that the decision to stand should be left to individuals and/or queried the practicalities of such a policy. It was also suggested that limiting the number who can stand by institute or country might open way for representatives from other places to gain membership on the executive committee. The committee was reminded that several members of the current executive were working in their respective countries when they were first elected and that it was a recent opportunity to work at the same international institute that drew them together. Some members conceded that the coming together of experts in victimology was an inevitable development given the few institutes dedicated to this science.

Notwithstanding the executive committee's failure to reach a definitive position on the constraint, Marc Groenhuijsen, as Director of Intervict, stated that Intervict would in future adopt a policy of one representative on the WSV Executive Committee.

John Dussich, as President and Director of TIVI, acknowledged the need to set limits to avoid extremes; and suggested rather than the WSV have a specific restriction that it should incorporate in the

Procedures Manual a statement that reminded institutions and members to be mindful of the WSV's object to attain world-wide representation.

Action: Michael O'Connell to draft a statement for consideration at the next executive committee meeting, and that statement to reflect the essence of the discussion.

- Respect for Executive Committee Members — Although a Code of Conduct was drafted for the previous Executive Committee meeting and despite a recommendation to include that Code in the Procedures Manual, the majority of the committee felt that there was no need to endorse this recommendation. Decision taken not to include the draft Code in the Procedures Manual.

- The Basic Statutes of Incorporation (BSI)

The BSI is mentioned in the Procedures Manual but a copy of the BSI is not incorporated in the manual. One of the people involved in the review felt that the BSI should be included as an addendum so that the content is readily available to readers of the hardcopy; otherwise, some sections in the Procedures Manual are unable to be clarified by WSV members. As well, the electronic version should include active links in the on-line Procedures Manual. The Executive Committee disagreed and instead held that cross-references should be made and that the web addresses of the electronic versions should be incorporated. This would reduce repetition and better ensure that only one copy of each needed to be amended, so consistency and accuracy can be assured. Michael O'Connell tasked to work with the website committee to develop ways of making the documents more obvious and accessible to members.

- Terms of Reference for the Committees — some examples of discrepancies and over-laps were stated:
 - The Officers' Committee is described in the Procedures Manual but not on the WSV website.
 - The International Advisory Board is referred to as the Symposium International Board; however, the Terms of Reference are the same.
 - The United National Liaison Committee, as per the Procedures Manual, is the United Nations Liaison Committee.
 - The information on the Victims Services Committee varies between the Procedures Manual and the website.

- The Public Relations Committee's title changes to Public Relations and Communications Committee, with a reference to the Website Committee of the public relations committee.
- Other committees appear to be represented consistently in the Procedures Manual and on the WSV website.
Action: Michael O'Connell (out-of-session) to reword the objectives of the committees and present his revisions for discussion at the next Executive Committee meeting. As well, he is to liaise with the Webmaster to ensure that information about the committees on the WSV site is consistent with that in the Manual.

Presently, the Procedures Manual states,

“All members who wish to be considered for a place on a committee should apply to the Chair of the relevant committee with a short statement explaining why they wish to be considered and a CV outlining their experience and qualifications. Applications should be received by 31 December following each symposium.”

It was pointed out that the manual places responsibility for presenting applicants to the Executive Committee in the hands of the Chair of each committee. The Executive Committee must then discuss the applicants / nominations and appoint members to the committees. This procedure does not appear to have been followed in 2007-08, thus it might be timely and appropriate to amend the clauses.

Motion put after discussion that the Procedures Manual should be amended to give the chairs responsibility to appoint committee members and that committee members must be current / financial members of the WSV, plus each committee must comprise at least one member of the Executive Committee. Carried with no objection.

Action: Policy & Program Committee tasked to develop an appropriate wording for insertion in the Procedures Manual before the next Executive Committee meeting.

- Co-option of members to the Executive Committee

The BSI provides for the co-option of members to the Executive Committee. The Procedures Manual outlines the process for co-option. At the 2006 Executive Committee meeting members agreed that the manual would be amended. After discussion, it was agreed by all that co-opted members should:

- Preferably contribute to gender equality
- Preferably contribute to the balance and fair representation of victimology, research and victim assistance

- Reflect global representation
- Be willing and able to participate in the EC

Action: These criteria were endorsed and a motion put and carried to insert them in the Procedures Manual.

20. Strategic Planning Committee — no report was presented as currently there is no chair due to the resignation of Marlene Young.

20.1 It was proposed that the Strategic Planning Committee should be merged with the Policy and Program Committee. This was put as a motion but not carried. Instead, it was agreed that all committees would in future refer to the Strategic Plan and the President's Report will also refer to the Strategic Plan, especially on steps taken by the WSV to attain its goals.

Action: Procedures Manual to be amended to include in all committees tasks a responsibility to refer to the Strategic Plan. (Motion put and carried.)

21. International Advisory Board — see item 15 (especially 15.5), report on the Symposium 2009.

22. Proposal — Symposium 2012. The President presented the only submission / proposal received by the dead-line as advertised by the Secretary-General.

22.1 Comments were invited and covered:

- The bid comes from an organisation that appears to be a commercial venture.
- Its benefits in the current form for students are unknown.
- The stated affiliations with universities are impressive but the substance of those affiliations is unknown.
- Unclear whether the bidders truly have a sound knowledge of victimology and victim assistance.
- Bidder appears to be a good organiser of events, rather than a body with expertise in victimology.

It was proposed that a delegation representing the WSV Executive Committee meet with the bidder and explore the nature, content and credibility of the bidder and the bid.

Action: For this purpose, the committee delegated the task to Marc Groenhuijsen and Frans Willem Winkel, and to report before Christmas to the Executive Committee.

22.2 The President queried what might happen if the bid is shown to be unacceptable. Marc Groenhuijsen proposed that if serious and remaining doubts existed after Frans and he reported then there could be an alternative plan.

He felt that Intervict, in collaboration with the WSV Executive Committee, could work together to ensure that the WSV was not exposed to the possibility of no symposium in 2012 but also added that such a problem should not be contemplated until after Frans and he report.

23. Fund Raising — Issue mentioned by adjourned for a future meeting. The President also pointed out that this is a matter that the Budget Committee should report on in the future.

Action: Budget committee to report on options for fund raising in future reports.

24. German Archives — Gerd Kirchhoff addressed the committee on the responsibility of the Secretary-General has had for many years to ensure that important and necessary documents pertaining to the WSV's business and activities are archived according to German law. It seems, however, that this responsibility has not always been met by past Secretary-General's and steps should be taken to rectify the omission.

24.1 John Dussich agreed that he still held most documents applicable to his terms as Secretary-General and that he should arrange as soon as practical for them to be lodged as required.

24.2 Members of the committee were unsure whether Irvin Waller had completed this task, so the current President, John Dussich, agreed to follow-up with Irvin.

24.3 After a brief discussion, the Executive Committee agreed that the Procedures Manual be amended to incorporate this responsibility under the tasks of the Secretary-General.

Action: Michael O'Connell to amend the Procedures Manual to add the archival responsibility to the tasks performed by the Secretary-General.

Marc Groenhuijsen departed.

25. TIVI Journal — John Dussich reported on a proposal to advance the TIVI Journal, *International Perspective In Victimology*, that could also enhance the WSV's standing. The Executive Committee expressed a vote of confidence in both the journal and the proposal, and encouraged the journal's editors to continue to develop the publication as an academically credible journal to advance victimology as a social science.

26. Correspondence — Dr Gilani

26.1 The President read the email and letters to the Executive Committee, and invited Gerd Kirchhoff to address the matter.

- 26.2 Gerd Kirchhoff read a report that explained his understanding of the arrangements made between the WSV Executive in 1994 and Dr Gilani. Several members expressed concern about the content of that report being included in the minutes. It was put that Gerd's report should be presented as a record but kept by the President. This was presented as a motion and carried.

During the discussion Xin Ren's Skype connection failed but was later refreshed. Hidemichi Morosawa departed during discussion.

- 26.3 It was also put that the President should write to Dr Gilani pointing out his obligations and reiterating that he should not be using any document that implied he was acting for or on behalf of the WSV and requesting that he reframe if he is still doing so. Some members stated that the President should act on legal advice given the letters in question are dated 1996 and apparently came from an aggrieved party. It was therefore put that the President should not act until he has received legal advice and that advice should be informed by Gerd's report, the BSI and the Procedures Manual as well as prevailing law.

- 26.4 The Executive Committee agreed that Gerd and Chockalingam should prepare initial advice that will be checked by Marianne Hilf, so that two lawyers independent of Gerd who prepared the report for the committee have given opinions. This will avoid any conflict of interest.

Action: Gerd Kirchhoff and K Chockalingam to review Gerd's report in conjunction with the email and letters previously tendered by the President. Their report is to be reviewed by Marianne Hilf and all reports to be given to the President who will act on the collective advice. The President will then report to the Executive Committee. (Motion carried.)

27. Other Business

- 27.1 Current standing of existing members of the Executive Committee to be checked by the Secretary-General before calling of next election.
- 27.2 WSV pamphlet and membership application form to be up-dated and corrected before the 2009 Symposium so that copies can be distributed.
- 27.3 President to write a letter of appreciation to the Nepalese Society of Victimology {Name of Actual Addressee to be provided by the President} for its gifts and as acknowledgement of its commitment to helping the WSV proposal. The Executive Committee also approved the President consulting with {Nepalese Name to be provided by the President} about the production of lapel badges for the WSV membership and as gifts.

27.4 All members of the Executive Committee encouraged to attend the Dubrovnik Course in 2009 that marks the 25 anniversary of that course on victimology.

27.5 All endorsed that the President should write a letter of condolence to Marc Groenhuijsen and family.

Meeting ended at 6 pm.

