

CONSTITUTION OF THE DIVISION OF CYBERCRIME

I. NAME OF THE ORGANIZATION

The name of the organization is the Division of Cybercrime (hereinafter the Division).

II. PURPOSES AND OBJECTIVES

The Division is a constituent unit of the Korean Society of Criminology in America (hereinafter KOSCA) and will function in accordance with the Constitution, bylaws, and policies of KOSCA. The purposes of the Division are:

- A. To bring together in one multi- and inter-disciplinary Division, those actively engaged in research, teaching, and/or practice in the field of cybercrime and cybersecurity.
- B. To encourage scholarly, scientific, and practical exchange and collaboration concerning cybercrime and cybersecurity within a global perspective.
- C. To develop effective cybercrime prevention strategies and practices.
- D. To provide a forum for interaction and the exchanging of ideas among persons involved in cybercrime and cybersecurity.
- E. To promote conference sessions pertaining to cybercrime and cybersecurity.

III. MEMBERSHIP

- A. The membership of the Division shall be divided into the following categories:
 - (1) full members and (2) student member
- B. Full membership shall include any member in good standing of KOSCA, who is paying regular membership dues to the Division, and who does not fall within, or if falling within, does not choose to be included within, the Student Member category.
- C. Student membership shall be open to any undergraduate or graduate student enrolled in an institution of higher education whose enrolment is certified by a regular faculty or administrative official of the institution, and who is a student member of KOSCA.
- D. Annual dues for all categories of the Division membership shall be set by the Executive Board of the Division, subject to approval of the Executive Board of KOSCA. Dues shall be payable annually in concert with the dues of KOSCA.
- E. Members of the Division who have paid dues for the current year shall have voting privileges on all matters presented to the Division membership for a vote.

IV. THE EXECUTIVE BOARD

- A. There will be an Executive Board comprised of the Division's current officers, immediate past chair, and three Executive Counselors.
- B. This Board will set policies for the Division, decide the budget for the Division, and approve committee chairs.
- C. The Division Chair will chair and convene the Executive Board.

- D. All members of the Executive Board must be members of the Division in good standing.
- E. A quorum of the Executive Board shall consist of one-half of the voting members plus one.
- F. The Executive Board will arrange an Annual Membership Meeting in conjunction with the Annual Meeting of KOSCA.
- G. The Chair can co-opt additional Executive Board members such as the Graduate Student Representative and the KOSCA Executive Board Liaison officer.

V. OFFICERS

A. Chair

1. The Chair will provide executive direction for the Division and will preside over Division meetings.
2. The Chair or their designee will serve as a liaison with the KOSCA Annual Meeting Program to ensure the inclusion of panels relating to issues on cybercrime and cybersecurity.
3. The Chair or their designee shall bring issues regarding cybercrime and cybersecurity research, as decided by the Division, to the attention of the KOSCA Executive Board and to appropriate KOSCA committees for their consideration.
4. The Chair will appoint all committees and committee chairs, with the approval of the Executive Board.

B. Vice-Chair

1. The Vice-chair will preside over Division meetings in the absence of the Chair and shall be empowered to conduct all necessary business of the Division if the office of Chair is vacant or if the Chair is unable to serve.
2. The Vice-chair will prepare reports on Division activities for presentation to the KOSCA Executive Board.
3. The Vice-chair will take overall responsibility for the Division website.

C. Secretary/Treasurer

1. The Secretary/Treasurer will keep the records (including financial and membership records and minutes) of the Division.
2. The Secretary/Treasurer will record minutes of each meeting of the Division and will forward a copy to each member of the Executive Committee and the KOSCA Newsletter Editor-in-Chief for publication in the next issue of the KOSCA newsletter.
3. The Secretary/Treasurer will be responsible for the dissemination of Division news in The Korean Criminologist or in any other appropriate outlet.
4. The Secretary/Treasurer will remain in contact with the Treasurer of KOSCA who will maintain a separate account in the KOSCA treasury for the Division. The Secretary will inform the Division membership of the Division's balance, debts, credits, etc. at the Division's Annual Membership Meeting. The Secretary will notify the Executive Board of any financial issues that arise between Annual Membership Meetings.

D. Executive Counselors:

1. There will be three (3) Executive Counselors appointed by the Chair.

2. Executive Counselors will assist the Chair with executive decisions for the Division, and will each chair at least one standing committee of the Division.
- E. Any member of the Executive Board may be suspended from office by a two-thirds vote of the Executive Board and may be removed from office by a two-thirds vote of the Division members present at an Annual Membership Meeting. Non-attendance at meetings and/or non-response to email communications may subject the member to the risk of removal from the Executive Board.

VI. ELECTIONS

- A. The Chair, Vice-chair, Secretary/Treasurer, and Executive Counselors will serve a three-year term.
- B. Nominations: The Executive Board will appoint a Nominations Committee consisting of five members in good standing of the Division. The Committee will receive names for nomination to each office to be filled the following year. From these names, the Nominations Committee will select two names to be included on the ballot for each office.
- C. Qualifications: Nominated persons and elected officers must be members in good standing of the Division.
- D. Term of Office: The term of office for all officers and Executive Counselors will be three years. The term of office of each incoming officer will begin at the close of the Division's Annual Membership Meeting following their election. Elected officers may serve a maximum of two consecutive terms in the same position. Upon completion of the second consecutive term of office, a person must wait for a period of at least one full term before running again for the same position.
- E. Procedure: Names of those nominated will be placed on the Division ballot and sent to all members in good standing by the Division Nomination Committee. Completed ballots will be returned to the KOSCA Executive Board and counted by the KOSCA staff. The KOSCA Executive Office will notify the Division Chair of the election results. Results will be published in the KOSCA Newsletter.
- F. Vacancies: Vacancies which occur during the term of office for the Vice-Chair, Secretary/Treasurer, or Executive Counselor of the Division shall be filled until the next election by appointment of the Chair, with the approval of the Executive Board.

VII. COMMITTEES

- A. The Division shall maintain the following Standing Committees:
 1. Nominations Committee
 2. Award Committee
 3. Constitution and By-Laws Committee
- B. Committees are chaired by members of the Executive Board.
- C. Committee members must be members in good standing with the Division.

VIII. AMENDING THE CONSTITUTION AND BY-LAWS

- A. Amendments may be proposed by any member of the Division, but all such proposed amendments may only go forward under one of the following conditions:
 1. The petitioner receives the written support of one-fifth of the Division

- membership in good standing;
2. The proposed amendment is introduced at the Division's Annual Membership Meeting, and receives a two-thirds affirmative vote of those present to refer the proposal to the Executive Board; or
 3. The Executive Board creates a Constitution Revision Committee to review the Constitution and Bylaws and to make appropriate recommendations.
- B. A proposal for amendment which meets any of the requirements above shall be determined to be qualified by the Executive Board.
 - C. An amendment will be approved when it receives a two-thirds vote by email ballot submitted to the Division members in good standing. The results will be reported to the Executive Board no later than the next Annual Membership Meeting.
 - D. Approved amendments shall take effect immediately following the next Annual Membership Meeting. Amendments are subject to the approval of the KOSCA Executive Board.

IX. AWARDS

- A. There will be (1) a Lifetime Achievement Award, (2) an Early Career Award, (3) an Outstanding Contribution Award, and (4) any other awards that the Executive Board may create.
- B. The winners of these awards will be chosen by the Division Awards Committee, which will consist of 3 members in good standing of the Division.
- C. No member of the Executive Board or of the Awards Committee in any given year can receive an award in that same year.
- D. No member of the Executive Board or of the Awards Committee can be a co-author of the work that wins the Outstanding Contribution Award.

(Last reviewed and amendments approved by the membership, December, 2017)