



Minutes

Association of Collegiate Schools of Planning Semi-Annual Governing Board Meeting

May 5, 2011

9:00 a.m. – 4:30 p.m.

AT&T Executive Education and Conference Center, Austin, TX

Present were Susan Roakes, Enid Arvidson, John Landis, Nisha Botchwey, Clint Andrews, Barry Nocks, Cheryl Contant, Charles Connerly, Marie Howland, Nehal El-Hadi, Peter Mallow, Susan Bradbury, Sheri Smith, Karen Umemoto; PAB members: Bruce Stiftel, Barbara Becker, Shonagh Merits and JesMarie Johnson; Representing *JPER*: Weiping Wu

The meeting was called to order by President Cheryl Contant at 9:15.

I. Approval of the Minutes of the Governing Board Meeting - October 6, 2010

John Landis moved that we approve the minutes of October 6, 2010. Susan Bradbury seconded the motion. It passed.

II. Update and Status of ACSP

Cheryl Contant noted that ACSP has gone green, using recycled paper, reuse of name cards, and no printing of any ACSP reports.

The Diversity Task Force has been named and is functioning: The chair is Mulu Wubneh and Mike Hibbard and the other members of the task force are Clara Irazabal, June Manning Thomas, Karen Umemoto, and Nisha Botchwey.

The undergraduate committee has been named. David Sloane is the chair. Other members are Tim Chapin, Charisma Acey, Chris Auffrey, and Ann Forsythe. This committee will explore various ways planning programs can engage in undergraduate education.

Stacey White is our representative from ACSP to the steering committee for the 2013 Joint Congress of AESOP/ACSP.



The Best of *JPER* in Chinese has now been published. Thanks to Weiping Wu and Mike Hibbard.

David Sloane and Marie Howland will explore the possibilities, advantages and disadvantages of making the World Planning Schools Congress our ACSP annual conference in the year that it is held. They will report on the pros and cons and how we might move forward. They will present in October.

The Board will address the question of establishing a late payment for Schools that do not pay their dues in a timely manner. The Board will also explore creating an early bird ACSP conference registration fee of \$325 for faculty registrants. After the deadline the registration fee will be \$375 for faculty registrants. The “early bird” rate will be good until the first Friday after Labor Day.

The PAB is introducing new Accreditation Standards.

Chuck Connerly reported that 2012 is the end of Weiping Wu and Mike Brooks’ term as co-editors of *JPER*. Weiping has moved to Tufts and Mike Brooks has retired from VCU and is moving to Massachusetts. Virginia Commonwealth has been gracious about moving the Journal to Tufts.

We are going encourage all of our members to read UPDATE on the website. When new information is posted, Donna Dodd will send an e-mail message. The next guide is underway. It will be the 17th edition. We are looking to put the guide in a data base form but it probably cannot happen for the 17th edition. We estimate this system will cost \$40,000. We will need to issue a RFP to set this up.

Cheryl reported that PAB held a strategic planning meeting in Boston. Cheryl Contant and Chuck Connerly were present at the Boston Meeting to represent ACSP during a 1/2 day discussion about planning education and the planning profession. The elected leadership of APA and AICP was also present, as well as the membership of PAB. There are several strategic initiatives – increasing international exposure; focus on program outcomes; achieving excellence; improving site visitor capabilities; accrediting distance programs.

Barbara Becker presented a report on the new forthcoming PAB standards. A revised public draft will be presented at the 2011 fall conference in Salt Lake City. Later in the winter, PAB will accept comments in a 30 day public comment period. If all goes well, in spring 2012 the Governing Board will take a vote on the revised standards. This will be a dramatic change. In our fall meeting we will spend a lot of time discussing the draft and on May 6, tomorrow at 3:30 Barbara Becker, Barry Nocks, and Bruce Stiffler will discuss the draft of the Standards with department chairs and heads. Once the standards are made public at the Salt Lake City conference, regional reps should get comments from the schools in their regions. Other ways for



schools to comment will be announced prior to the conference. Comments will go to the ACSP “PAB Advisory Committee,” chaired by John Mullin. This committee also includes Connie Ozawa, Michael Romanos, and Margaret Esnard. Comments should not go to Cheryl Contant or Chuck Connerly.

In Boston, there seemed to be recognition that AICP membership by faculty is an input variable not an outcome. New APA president, Mitch Silver, is a strong voice. We have an opportunity to create a good institutional relationship between ACSP, AICP, and APA.

The board voted unanimously in favor of accepting the PAB report. Clint Andrews made the motion and it was seconded by Susan Bradbury.

PSAP data issues

The Board held a discussion of the Planning Schools Assessment Project (PSAP). These data were collected in 2008. Sometime in the past several months, these data were transferred to PAB. Cheryl Contant couldn't find a record of ACSP's agreeing to transfer this data to PAB. Shonagh Merits said that PAB is just warehousing these data, and that PAB has no use for it. Cheryl expressed concern about giving these data to PAB when ACSP's agreement at the time of collecting these data was with the Schools.

Shonagh Merits told the board there has one request for this data. The school signed the appropriate form and then was given the data. She sees PAB as acting as ACSP's representative in the handling of these data. PAB already collects a lot of data and so it seemed to make sense to consolidate it and make it and useable for the schools.

Cheryl pointed out that ACSP should manage these requests, since ACSP paid to collect these data and that the data use agreement is between ACSP and the school, not PAB and the school. In addition, there is a difference of data needs and uses of ACSP and PAB. Why is ACSP giving data about our Schools to the organization that is our accrediting agency? Bruce Stiftel noted that the data task force of PAB had been successful in getting AICP exam passage rate data and that the sharing of these data has improved relationships with APA and PAB.

A motion was made by Clint Andrews to share data with PAB that is five years or older and get a memorandum of agreement and then treat it as a service from PAB. Nisha Botchwey added a friendly amendment to include a "use agreement" between ACSP and PAB indicating that ACSP has to approve any use of data. Nisha seconded Clint's motion. The vote was 4 members in favor and 5 against. The motion failed.

The decision was made by the President Cheryl Contant to request that the PSAP data be sent to ACSP from PAB and that PSAP data access be managed through ACSP.



Chuck Connerly reported Board Elections on behalf of Mike Hibbard, chair of the Nominating and Elections Committee. VP/President Elect is June Manning Thomas; Treasurer is Clint Andrews; Secretary Teresa Cordova; Northeast Representative is Amy Glasmeier; Southeast Representative is Casey Dawkins; Midwest is Kazuya Kawamura; Central is Carissa Schively-Slotterback; and Western is Marlon Boarnet.

Chuck reported that his Review and Appraisal Committee meeting is in room 301 tomorrow at 4:30.

Conferences:

- 2010 Minneapolis, MN - review
- 2011 Salt Lake City, UT
- 2012 Cincinnati, OH No report
- 2013 with AESOP
- 2014 we are planning; maybe Irvine
- 2015 we are planning, maybe University of Texas
- 2016 World Conference

III. STANDING COMMITTEE REPORTS

Membership *S. Bradbury*

No report

Nominating and Elections *M. Hibbard*

Reported by Chuck Connerly above.

Review and Appraisal *C. Connerly*

Meeting tomorrow

Conference *S. White*

No Report



IV. SPECIAL COMMITTEE REPORT

Committee on the Academy

Marie Howland will chair and we are now taking proposals to host the 2013 administrators/leadership conference.

Committee on the Profession: still to be named.

Doctoral Committee

John Landis

John Landis spoke about the doctoral student workshop. The committee is looking for locations near a major airport. The next conference will be at the University Illinois at Chicago, August, 11-13, 2011. We have added the possibility of auditing.

Enhanced Web Presence Project

Clint Andrews reported that we want to create an enhanced web presence for the Guide. We have allocated \$40,000 to make the *Guide to Planning Schools* data input easier in the future. The president still needs to identify people to work on the committee. It's a long term project. It won't happen by the 17th edition. The estimate is that \$25,000 will be saved by going on line.

Karen Umemoto stated the \$40,000 should include professional help and interface work. Clint noted that this price does include both. We need a committee to bring a proposal to the board by the fall: We are aiming to have it in place for the 18th edition.

Diversity and Undergraduate Task Forces

No reports.

Planetizen Workgroup

John Landis spoke on behalf of the committee chair, Mickey Lauria. John Landis reported there are still concerns and issues. While Planetizen took many of our suggestions into account in creating their ranking, there were other concerns that they did not. The Committee suggested they rank by public and private schools for example instead of having one ranking. Planetizen is well organized and did seem interested in our opinions. The methodology is more transparent now, but the Committee is disappointed in what came out.



John suggested putting a statement on the ACSP website saying we appreciate Planetizen's efforts, but we do not consider the rankings to be useful or robust.

The sense of the discussion is that if do put something on our website, we do not want to name Planetizen or give them any more publicity.

Links to our guides are not on the schools' web pages. Our website can be made more constructive to perspective students.

The motion was made that we put a statement on our website that:

- 1) Makes a statement of how a student should select a school for their planning education.
- 2) Why ACSP does not do rankings, and
- 3) Encourage Schools to put a link to the Guide on their website.

Nisha Botchwey agreed to draft a statement that says how a potential student can chose a planning program that meets their needs, why ACSP does not think ranking is the way to evaluate planning programs because each program has its unique specialty and each student has his or her unique needs and circumstances. In addition, Cheryl agreed to make another effort to get departments and programs to link their WebPages to the *Guide*.

JPER Editor Selection

Vice President Chuck Connerly reported that ACSP put out a proposal for new editors for JPER. We got three excellent proposals, ASU, Louisville, and Florida. Subaru Guhathakurta of ASU was selected. Chuck Connerly made a motion that we accept Suraru's team at ASU as the next editor of *JPER*, Susan Bradbury seconded the motion and the motion passed unanimously.

National Academy of Environmental Design

Nisha Botchwey updated the Board on the National Academy of Environmental Design. Cheryl stated that we finally got a bill for our dues for NAED for \$500.00.

The Board has a new student representative – Peter Mallow, who is replacing Ann Carpenter. Nehal reported there are currently 820 members on the PhD Bowling League list serve.



V. Budget

Barry Nocks

With the caveat that we have bills only posted to December and we are in May, we are estimating a \$40,000 operating deficit. A discussion followed that we need to bring our budget back into line with our costs. Cheryl Contant argued that this is not the time to raise dues and conference fees, but rather we should move \$35,000 of the anticipated costs for setting up the *Guide's* on-line data base out of this year's budget. Chuck Connerly made the motion. It was seconded by Karen Umemoto and passed unanimously.

The Board agreed to accept the late fees for annual dues; it is currently at \$350 base and \$50 capitation rate. The fee would go up to \$450 if they are late. In addition, an early bird special would be instituted for the fall conference, charging \$325 if paid by the first Friday after Labor Day and \$375 thereafter.

Barry Nocks made a motion to approve the budget. It was seconded by Susan Bradbury. It was approved unanimously.

Enid Arvidson moved to adjourn at 3:55 and the motion was seconded by Susan Bradbury. The motion passed.

Respectfully submitted,

Marie Howland
Secretary