



Association of Collegiate Schools of Planning

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Virginia Commonwealth University

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Minutes

Association of Collegiate Schools of Planning Semi-Annual Governing Board Meeting October 6, 2010 Minneapolis

CALL TO ORDER 9:05

C. Contant

In attendance: Officers: Cheryl Contant, Chuck Connerly, Mike Hibbard, Barry Nocks, and Marie Howland. Board Members: Enid Arvidson, Clint Andrews, Nisha Botchway, Susan Bradbury, Tim Chapin, John Landis, Susan Roakes, and David Sloane. Student Representatives: Ann Carpenter and Nehal El-Hadi. ExOfficio Members: Barbara Becker, Bruce Stiffel, Stacey Swearingen White, and Charlie Hoch

Consent Agenda

David Sloane made a motion to accept the consent agenda. Barry Nocks seconded the motion. It passed unanimously.

Susan Bradbury made motion to accept the minutes. The motion was accepted by Tim Chapin. Chuck Connerly requested a revision stating the Faculty Mentoring Committee overall has had 36 or 37 faculty mentors. The revision was accepted and the motion to accept the April New Orleans minutes passed.

II. UPDATE AND STATUS OF ACSP

President's Report

C. Contant

Cheryl Conant [CC] listed the new priorities of the president's office.

1) Refreshing ACSP committee membership

CC appointed a new committee chair, John Mullin, and new members Connie Ozawa, Michael Romanos, and Ann Margaret Esnard to the PAB advisory committee.

Victoria Basolo will take over as the chair of the Faculty Mentoring Committee.

2) The Planning Schools Assessment Project (PSAP) is in the process of dissolving. 38 schools have sent agreements back

3) CC is dividing the old committee on the Academy and the Profession into two committees, one on the academy and one on the profession.

- 4) CC handed out a list of all the committees and their membership to show the large number of faculty we have engaged.
- 5) CC made a new appointment to PAB. Charlie Hoch's term is coming to an end after 6 years and Barry Nocks has agreed to serve in his place. Paul Zwick has been appointed to be the ACSP representative to the APA-APA-AICP data committee created to establish ways we can share data.
- 6) We are proposing to APA a scholarship for minority students to use as recruitment tool. We don't have details worked out, but it will be a partnership between a school and a student; it will be an ACSP program and scholarship matching award; and will be designed to attract more students into the field. David Sloane brought up that we need to be sure that students don't use the money to compete across schools. In addition, financial need should be a factor.
- 7) Archival information. Donna has secured the services of the University of Cincinnati Library to serve as the archive for our organization. Thanks to Kevin Grace and Jay Chatterjee.
- 8) New elections: Michael Neuman is stepping down to be replaced by Charise Smith in the Central region; John Landis was re-elected in the Northeast; Karen Umemoto will be replacing David Sloane in the West. Tom Sanchez is moving east, and the next meeting David Sloane will serve out Tom Sanchez's term. Terms of office will start at the business meeting here in Minnesota. Thanks to all for agreeing to run and serve.
- 9) After this meeting, CC will be asking that all ACSP sponsored events have an evaluation conducted on them. This includes the Ph.D. workshop, JPER workshop,
- 10) CC went to the China Planning Network meetings in China. China planning programs produce 3X as many graduates as we do- 150,000 graduates each year. Is this what you said?

VICE President:

Chuck Connerly

Guide: New guide is available on the website. This is the 16th edition. A CD is in your packets. The process is becoming seamless. Last year we had 95 schools, this year we have 105 schools. We are producing the electronic version only. We need to think about how to market the guide. APA has it on their website. Planning schools should put a link to the *Guide*. Currently only 10 schools have done this. We need to encourage all schools to put a link. It is the regional rep job to encourage their member schools.

New ACSP website. We are no longer publishing *Update*. News from the schools will only be put on the website. How can we stimulate interest in going to the website? What about *Facebook*? Nisha suggested putting Planet's discussion on the website to attract readers. Can ACSP send something to our inbox? Problem is that our web site is a pull technology, not a push technology. John Landis suggested we need a presence on *Facebook*. Ann Carpenter stated we can use fans rather than friends to connect with students and faculty.

Conferences: **World Planning Conference (WPC) 2011** – We don't have an official role. Will

we make it our official conference in 2016, same as *AESOP* and ACSP annual conference? The 2011 World Planning Congress is in Perth, Australia, while the 2011 ACSP conference is in Salt Lake City. Do we as a board want to make a recommendation that our regular conference does not take place in the year of the World Planning Conference (WPC)? Mike Hibbard stated that in 2001 we discussed whether this should be our annual conference. The decision was no. We need to look at the question again as we move closer to 2016. *AESOP* has made the WPC their annual conference. Susan Bradbury stated ACSP should consider the budgetary implications. Because our annual conference is a source of loss, what does this mean for the decision? Secondly, junior faculty are concerned about their ability to attend international conferences for financial reasons. Jo Looye stated that the local host absorbs costs of conference. Are we going to continue to do the *AESOP* arrangement if we use the WPC as ACSP's annual conference? The discussion included the cost issue, the travel costs will become a real issue of our national ACSP conference becomes the WPC. Bruce Stiftel stated this is a leadership issue: innovation is coming from abroad. We should not be isolationists, but rather need to better engage with the rest of the world. Yes, should make it our annual meeting. Should decide yes and then solve the problems; 1) raising money for junior faculty to travel and 2) finding a different way to do the job market. Michael Hibbard suggested putting together an Ad Hoc committee to explore all the issues. Cheryl Contant will appoint a task force: A year from now, ACSP needs a decision/vote for 2016 conference. *AESOP* is probably having the same conversation. We are two to three years away from choosing the next host for WPC. We can put this discussion off for a while. This committee will explore this issues and bring recommendations back to the board – acting on it a year from now.

Conferences:

2010 Minneapolis, MN

E. Goetz/G. Lindsey

Welcome from Greg Lindsay. Thanks from ACSP to Greg and Ed. Thanks to Camille Gage.

2011 Salt Lake City, UT

2012 Cincinnati, OH,

J. Chatterjee

Jay Chatterjee presented a proposal to host the 2012 ACSP meeting in Cincinnati. He gave a convincing presentation that Cincinnati will make a great meeting place. They have a fantastic hotel lined up. David Sloane moved, and Tim Chapin seconded the motion that we have the 2012 conference in Cincinnati. The motion passed unanimously. The dates are October 31 to November 4, 2010.

Other Conference Issues

Sponsorship: It is critical that we find sponsorship again for the conference. Currently the cost makes NY and Boston prohibitive. We are trying to identify places where we have not had it before; i.e., San Diego, Denver, Pittsburgh. Can we have a planning conference in a city without a local host? Who would arrange local mobile tours? The sense of the conversation was that we should try it. We can draw in people we know. It is a loss to campuses that don't host conferences. It's a lost opportunity to a planning program. Enid Arvidson stated we just had a conversation

about how much a local host does – they do a lot! Nisha Botchway suggested we engage practicing planners in preparing for a conference.

Ad Hoc committee was created consisting of Chuck Connerly, Tim Chapin, John Landis, and Nehal El-Hadi to pursue other sources of support; possibility vendors of data such as CoStar. The committee is looking for any ideas and suggestion.

Planners of Color Interest Group

Jeff Lowe

POCIG awarded 3 scholarships and this year awarded 2 more to attend the ACSP conference. POCIG is holding a retreat today and plans to come out of it with an action plan.

Budget

Barry Nocks

Financial Situation: We are in solid financial shape. We spend about \$400,000 a year and take in about the same. In terms of investments, our goal is security and therefore our investments are insured, but have relatively low returns. Thanks to Donna for tracking revenues and expenditures through Quicken. Are revenue and expenditure patterns are relatively stable except for the conference, and over the past few years we have lost money on our conference more often than making a net return. A major factor is the loss of sponsorships. Until we have routine sponsorships we will lose money on the conference. CC stated that her goal is to show 5 years of actual and then 5 years of projections for the budget. We are down slightly on this conference. The 2010 conference shows 463 faculty. We typically run 500. This year we have 180 students and we typically have 200 students; this year we have 7 alumni receptions, typically we run 18 to 20; and the hotel is typically at 100% and this year it's at 92%. (Donna noted that this figure is still higher than the hotel's goal of 85%.)

Donna always estimates expenses high and revenues low for conferences. We increased the registration fee this year and the higher cost did not cause an issue in the programs. Susan Bradbury suggested that we advertise our conference among other international organizations. The purpose of the reserve fund is to support shortfalls in the conference. A question was raised: What do we want to do with the reserves? When do we dip in, who has authority? In reality, we use available funds to cover expenses. Thanks to Barry for making the budget transparent.

Membership committee:

Susan Bradbury

We have 130 member schools and have 22 corresponding members. There are some Full member schools that do not have accredited degrees. There are no outstanding membership dues.

Nominating and Elections Committee

Mike Hibbard

E-mail Mike with nominations. There is never a good turnout when asking for volunteers. I have to ask. Mike stressed to please vote and encourage your member schools to vote. We have 16 to 18 schools in each region. Midwest has the highest turnout. CC will e-mail the regional reps and remind them to get out the vote in their region.

Review and Appraisal Committee

Chuck Connerly

The Review and Appraisal Committee is appointed by the VP to set direction for the future.

Conference Committee

Stacy Whitehouse

The new abstract management system worked. We created a session devoted solely to Round Tables. We created a poster session tomorrow afternoon, and we hope to draw people with food and prizes. We have 23 posters. Prizes include a people's choice award.

PAB

Charlie Hoch

Some schools have no members on the site team.

Special Committees

Doctoral Committee

J. Landis

This year it was held at Georgia Tech: 24 People came, 40 applied; Thanks to Georgia Tech: Air fare and hotel was not too expensive.

Faculty Mentoring

V. Basolo

Active work going on: matched 30 junior faculty with 39 senior faculty mentors across the county.

PSAP

Charlie Hoch

Bruce Stiffl

Faculty project data is out. We have yet to out the student data. Thanks to Bruce and Charlie. Encourage your school to look thru the data. We have sent the data to 35 programs and four or five more programs have asked for it.

Enhanced Web Presence Project

C. Andrews

We need to Increase the ease of getting the guide updated and have each administrator do their own form and Donna download it.

INTEREST GROUP REPORTS

Senior Faculty Interest Group

M. Feld

We need to revisit the issue of providing money for SFIG to support student help and copying expenses. It is important to keep senior faculty engaged and they have no

support from their departments. Also, we should revisit a lower conference attendance fee for senior faculty. These issues will be discussed in spring budgeting process. Mike Hibbard suggested senior faculty should remain as capitated members of departments. SFIG now has 55 members.

Journal of Planning Education and Research

W. Wu

We have a new platform for JPER. Issues will go on line first. Katrin Anacker has taken over as book review editor for JPER. JPER is getting about 10 manuscripts per month. JPER is 30 years old next year. We would like to hear from you what we should be doing. Next year the journal will be going to the academic year. Several board members reiterated that JPER should put something in the shorter year next year and e-mail to the schools to let them know.

Planning Accreditation Board

C. Hoch/S. Merits

A written bi-annual report (for ACSP, AICP and APA) was provided in meeting materials for early review. This Charlie Hoch's 6th and final year; Barry Nocks has been appointed as his replacement effective December 1, 2010. PAB is moving towards outcomes measurement approach. Pass rates from the May 2010 AICP exam have been provided to PAB and will soon be shared with all PAB-accredited programs. Like data will be provided after each exam going forward.

GPEAN

Paul Maginn

GPEAN is a network of associations across the globe. It was begun 10 to 20 years ago. We have two liaisons. Chris Silver and Jo Looye. GPEAN includes the Australian and New Zealand Planning Organization, Asian Planning Organization, ACSP, AESOP, African Planning Schools Organization and the Latin American Planning Organization. Each has a representative to GPEAN. The coordinating committee meets once a year. In 2001 the World Planning Conference (WPC) was in Shanghai, in 2006 in Mexico City, and 2011 in Perth in July.

We voted to put a GPEAN rep to the ACSP governing board. Purpose of this liaison is so that we keep informed of the activities of GPEAN. Mike Hibbard made the motion: That ACSP representative to GPEAN coordinating committee sit as an ex-officio member to the ACSP government board. Susan Bradbury seconded. It carried unanimously.

APA/AICP News

P. Farmer

APA now has 1/2 of the schools taking advantage of the faculty subscriptions to JAPA. APA has a new website with. APA is always looking for material for the planners press. The China program continues, we continue to bring over high level Chinese officials to the U.S. Our budget is down, probably because of the economy.

National Academy of Environmental Design

T. Banerjee

The movement to Luckstone in Spotsylvania County is done. We are not sure of the cost yet for ACSP to belong to the National Academy planning committee. Nisha Botchway will serve as ACSP's representative to the National Academy. Cheryl has appointed Nisha Botchway to the research committee of NAED

STUDENT REPRESENTATIVES REPORT

A. Carpenter/N. El-Hadi

760 members on the list serve. It is active. Put more new students on committees. Encourage recruitments. Challenge reaching out to masters students. Should we add a masters students as a regional rep.

Other Business

New award. Formal request to make the Karen Polenske Best student paper on China award. John Landis made the motion: That we not approve the proposal; 2nd by David Sloane. The motion was defeated. Ann Carpenter proposed that we approve the proposal to establish the Karen R. Polenske Best Student Paper Award. The motion was seconded by Mike Hibbard. Amendment that it would be modified to limit it to a student studying planning enrolled in an ACSP member school. The motion carried.

Undergraduate Education: I have asked David Sloane to chair a committee on undergraduate education to update the Niebanck Report. .

Moved to adjourn at 5:15 by Susan Bradbury and seconded by John Landis.

Draft: October 26, 2010

