

Minutes
Association of Collegiate Schools of Planning
Semi-Annual Governing Board Meeting
October 26, 2005
Marriott Hotel-Downtown
Kansas City, MO
Julia Lee rooms A&B

ATTENDANCE

Voting Members

Present: Chris Silver (Pres.), Mickey Lauria (Vice Pres.-Pres. Elect), Patricia Pollak (Secretary), Robin Boyle (NC), Elise Bright (SC), Jim Cohen (SE), Sharon Gaber (SC), Sanda Kaufman (NC), Praveen Kumar Maghelal (Stu.), Dowell Myers (West), Barry Nocks (SE), Connie Ozawa (West). (12)

Absent: Thomas Clark (Treasurer) (illness), Rolf Pendall (NE), Ken Reardon (NE), Ray Massenberg (stu.). (4)

Non-Voting Members

Present: David Brown (Canadian Liaison), Tridib Banerjee (PAB), Karen Christensen (JPER), Cheryl Contant (Conference Chair), Charles Hoch (PAB). (5)

Absent: Eugenie Birch (PAB), Karen Chappel (JPER). (2)

Guests:

David Amborski (incoming Canadian Liaison), **Charles Connerly** (FL State), **Donna Dodd** (ACSP Admin.), **Paul Farmer** (APA), **Glenda Fisher** (ACSP President's Assistant), **Michael Frisch** (UMKC, Local Host), **Michael Hibbard** (U of Oregon, incoming VP & Pres. Elect), **Jo Looye** (U Cincinnati, 2006 World Planning Schools Conference), **Emil Malizia** (incoming student rep.), **Burke Nagy** (Sage Publications-JPER), **Joy Swallow** (KCMO, Local Host), **Jack Wagner** (KCMO, Local Host).

I. THE MEETING WAS CALLED TO ORDER by President Chris Silver at 9:00 AM.

President Silver presented an agenda to the Governing Board.

Motion: To adopt the agenda. (Jim Cohen, moved; Dowell Myers, second.)

Passed unanimously.

II. OFFICERS REPORTS

SECRETARY: Patricia Pollak Read the minutes of the March 19, 2005 ACSP Governing Board Meeting, San Francisco, CA.

Motion: To approve the minutes. (Sanda Kaufman, moved: Connie Ozawa, second.)
Passed Unanimously.

TREASURER: (President Chris Silver reporting for **Treasurer Thomas Clark**, absent due to illness). Our asset base for FY 05-06 is close to \$347,157. This includes the reserve of \$70,000 required by the By-Laws. We therefore have a working balance of approximately \$273,037. Our proposed FY 05-06 expenditures, as approved at our budget session in the spring are projected to be \$148,800. Our expected revenues for the year are expected to be \$154,250. That leaves us with a positive remainder for the year of \$5,450.

The fees and penalty expenses we incurred when we cancelled our Charleston, SC conference arrangements are estimated at \$85,000.

When we add in the \$5,450 balance and subtract the \$85,000, our overall financial balance comes to: \$193,487.

President Chris Silver raised the question of our considering raising our required reserve. It is now twice our annual base dues receipts, which is approximately \$70,000.

VICE-PRESIDENT: Mickey Lauria reported that the Call for Proposals for the Annual ACSP Conferences of 2008, 2009 and 2010 has been released.

The **2008 Conference** will be a joint Congress with AESOP. One proposal, from the **University of Minnesota**, has been submitted to date.

No proposals have been submitted for the **2009 ACSP Conference** yet. **Robin Boyle** reports that **Wayne State University** has approved of the concept and budget authority and plans to submit a proposal.

Florida Atlantic University has indicated informal interest in hosting the **2010 Conference**.

Vice President Lauria reported that although previously not expected, ACSP has received a \$20,000. Conference grant from the Fannie Mae Foundation, Inc.

He also reported a \$10,000. Contribution from Lincoln Institute.

Both of these grants will help balance this year's budget.

President's Report: President Silver welcomed the incoming Governing Board Members who will take office at the Annual Business Meeting on Saturday. He thanked the outgoing Governing Board Members for their dedicated service to the organization.

President Silver also reported the sad news of the deaths of the following colleagues:

Lewis B. Wetmore of The University of Illinois dies in October, 2005.

Ed Bacon also passed on recently.

He reminded the Governing Board and in particular the regional representatives to bring both happy and sad news to the Governing Board's attention for recognition.

A resolution of commemoration and honor for our departed colleagues was unanimously passed by all present.

President Silver recapped the activities of ACSP under his tenure as President. These included the following.

-The PAB Committee has been restructured from a nominating committee to one with a broader sphere of interest. It is now functioning in its broader capacity of bringing issues related to accreditation to the attention of ACSP for deliberation and debate and recommendation to our representatives on the PAB.

-The Task Force on Planning Education will end as a Task Force, but its activities will continue. Its goal was to assure that practice is a central part of what we are concerned with as educators. --

- The Task Force on Diversity has ended its mission. The Governing Board now must address how ACSP can address diversity organizationally.

-We will continue to strengthen ties with APA and to make efforts to work in partnership. **Chris** reminded the Board that the APA Leadership Conference and our ACSP Annual Conference were co-located in Portland, Oregon in 2004. Since we had a good discussion there, we will again co-locate these meetings in Fort Worth 2006.

-The Global Task Force created by **Past-President Wim Wiewel** was supported during the past two years. **President Silver** reported that the Task Force is now at the point of conclusion and recommending to the Governing Board suggestions for the future of certain activities.

-The PAB has a new Executive Director. ACSP will continue to work with the PAB to help bring it new energy.

-The discussion on the merits and methods of planning school performance measurement that was initiated by a working group of the Academy and the Profession Committee will continue.

-UpDate has been distributed electronically rather than on paper, through the mail. It is now time to determine if this method, as well as our website, meets our current needs.

-**Chris** has scheduled a series of Presidential Roundtables at the Annual Conference, open to all members. One such Roundtable --Should and How could ACSP respond to requests for social action?--was initiated as a result of questions about our site location decision process.

There will also be a Presidential Roundtable on International Issues in Planning Education, and a Presidential Roundtable on How ACSP can support Diversity?

Chris expects these Roundtables to yield issues, ideas, and guidance for the Governing Board.

III. PUBLICATIONS

Journal of Planning Education and Research: Co-Editor **Karen Christensen** reported. [See attached report.] This is the *Journal's* 25th Anniversary. [General applause] Karen acknowledged the contributions of and thanked Book Review Editor **Seymour Mandelbaum** and Pedagogy Editor **Ruth Yabes** for their conscientious and hard work. She reported that manuscript submissions have increased 20% and that she believes that the writing workshop was very successful. In fact, she noted that one workshop participant has already had an article accepted for *JPER*. **Karen** reminded us of the many who have put in a great deal of hard work throughout *JPER's* 25 years and she suggested that ACSP members continue to support our Journal by citing *JPER* articles and using *JPER* on-line, as well as paper copy. **Karen** closed by inviting all Governing Board members to the *JPER* Editorial Board meeting on Friday and she announced that *JPER* has a new SAGE planning publishing editor, **Burke Nagy**.

Karen introduced **Burke Nagy**, SAGE Publishers planning publishing editor. [See the “SAGE Publisher’s Report” attached.]

Mr. Nagy reported that SAGE considers *JPER* to be the backbone of its Urban Studies and Planning collection. There are 196 institutional subscriptions, an 82% increase. There is now a dedicated on-line home for *JPER*. SAGE can track the frequency of downloaded as well as cited articles. *JPER* is now ranked in ISI. This is the list of journals that cite *JPER* and that are cited by *JPER*. *JPER* is now the most highly used journal in Urban Planning.

SAGE’s primary marketing goals for *JPER* are to increase library use and to increase international use. If we need a quantity of issues for a conference or meeting, SAGE can provide them to us. **Mr. Nagy** reminded us that the ACSP contract with SAGE is for two more years.

UPDATE / Website: **Nancy Frank** reported that all is fine.

The Guide: **Chris Silver** reported for **Sandi Rosenbloom**. **Chris** reported that all Guide entries would be on the web in PDF form by October 31, 2005. The idea is to have the entire version available on the web before making any decisions about printing and distributing it. We may need some promotional materials to let High Schools, Colleges and Universities know that The Guide is available on the web.

IV. [Agenda addendum] VISITOR: Paul Farmer, APA Executive Director and CEO.

President Silver introduced **Mr. Farmer** and stated that Mr. Farmer has joined us today to update the ACSP Governing Board on APA activities.

Mr. Farmer reported that **Leslie Kitron** and **Rolf Pendall** were working on an APA report of the educational needs of planners as they move through their careers. The report is expected to be released at the APA National Conference in San Antonio in spring, 2006.

Mr. Farmer also suggested working toward a joint APA Leadership-ACSP joint conference in the future, possibly as early as 2010.

He informed us that the APA program of offering free membership for a year to students entering Masters or Ph.D. programs and to 3rd year students in undergraduate programs has been a success. Last year 2200 students were added to the APA membership roster and 1200 students attended the National Conference. Since APA National Conferences are scheduled until 2013, the set April dates may make it harder (than a March date) for students to attend in the future.

He reminded us that APA has a mentor program. At the present time, there are more mentors than students enrolled.

He announced that the AICP training program is now in audio conference format. There is one per season in various locations around the country.

He informed us of the Annual APA Legislative Policy Conference. The next one will be in January, 2006.

He said that APA is taking a more active role in DC. Mr. Farmer spoke about Hurricane Katrina at hearings this year and APA filed four amicus briefs in Supreme Court this year. Determining which cases to address is an annual APA decision.

Each year APA publishes 4 to 6 titles. He invited ACSP members to submit proposals for publication and article manuscripts to *JAPA*. There is also a new publication entitled Director’s Quarterly. This only on-line. It contains applied research articles and case studies of 2400-3000 words and 600 word responses.

He also informed us of APA facilities that we are welcome to use. There is office space and training facilities in Chicago and an office in Shanghai, China.

V. STANDING COMMITTEE REPORTS (in order of presentation)

CONFERENCES:

2005 Kansas City- October 26-30. **Joy Swallow, Jacob Wagner and Mike Frisch** (UMKC) are Local Host partners for current conference. They presented a brief overview of the UMKC planning degree program to the Governing Board. They said that the relatively new program was part of the University of Missouri's efforts to strengthen its urban mission. There are 40 students currently enrolled and seven graduates of the program, which was first started in 2002. The UMKC program will apply for PAB accreditation in 2008. UMKC has provided the *Guide to Kansas City Architecture* to conference participants as a gift. The program will host a reception for ACSP Governing Board members at the home of **Joy Swallow**, this evening.

Cheryl Contant, Chair of the Conference Committee, thanked all of the track chairs for the current conference program. She noted that the following six people were completing their terms: **Tim Beatley, Laura Huntoon, Marlon Boarnet, Anthony Townsend, John Browder, and Karen Polenske**. Cheryl also announced the follow incoming Track chairs: **Keith Pezzoli, Rebecca Miles, Sanda Kaufman, Tanner Oc, Ming Zhang, and Kirk McClure**.

Cheryl reported that the work of changing the venue for the current conference from its planned former location in Charleston to its present location in Kansas City went remarkably smoothly.

Cheryl thanked **Donna Dodd**, Conference Manager, and her assistants **Kathy Dispenette, Claudia Coker** and **Carla Weaver** for their hard work. The Annual Conference Report is attached.

The 2006 ACSP Conference will be held in **Ft. Worth, Texas**, November 9-12. [A report is attached.] The Call for Papers for that conference is in the current conference materials packet. The website for conference presentation submissions will open on January 10, 2006 and will close on February 28. **Enid Arvidson** is the Chair of the Local Host committee. The members of that committee are **Robert Wenger, JoAnne Nelson, and Kent Hurst**. The reception will be held at the Museum of Modern Art. The committee report is attached.

The 2006 World Planning Congress will be held July 11-16 in **Mexico City**. [See attached report.] **Jo Looye**, ACSP Representative and Congress Co-Chair reported. Jo made a site visit in May to review the venue. She plans to return in January to meet with ANPUR and to assess the plans for post-conference tours. Jo informed us that the Call for Papers for the World Congress is out. Abstracts may be submitted through COS from November 28, 2005 through January 15, 2006. **Jo** reported that travel savvy tips will be added to the conference website and that daytrips are planned and family friendly suggestions will be made for those who are accompanying conference participants.

2007 Administrators Conference: **Chris Silver** announced that this would be held in San Luis Obispo, CA.

MEMBERSHIP: **Elise Bright** reported that the committee will first meet during this conference. The agenda will be a discussion of membership categories and recruitment.

NOMINATING AND ELECTIONS: [See attached report.] **Randy Crane** reported that recommendations for By-Laws changes would be sent to **Pat Pollak**, Chair of the Institutional Governance Committee.

INSTITUTIONAL GOVERNANCE: **Patricia Pollak** reported that there was no held over business from the last conference. The Institutional Governance Committee will meet to discuss proxy voting during this conference.

REVIEW AND APPRAISAL: **Mickey Lauria** reported that committee members provided input to him as he considers his Presidential agenda.

PAB ADVISORY: **Chuck Connerly** reported that the goal of this committee is to develop ways to increase ACSP representation in the PAB Site Visitor Pool in order for such service to be less intensive than it is at present. The recent request for volunteers yielded 23 eligible nominations to be sent to ACSP President Silver. All were forwarded to and subsequently approved by the PAB.

VI. SPECIAL COMMITTEE REPORTS

TASK FORCE ON PLANNING EDUCATION: **Rolf Pendall** reported that since he has been working on the APA committee addressing the continuing education needs of planners, he has not been addressing the issues of this committee. The Task Force's charge is to examine the content of planning education to ascertain the degree to which programs are comprehensive. **Rolf** said that he would send **Mickey Lauria**, as incoming President, a memo addressing what the APA Committee is not looking at.

Rolf reported that this committee sponsored a studio workshop at the APA Conference where three teams of faculty and students showed what they have been doing. Unfortunately, the workshop was attended by only those presenting.

DOCTORAL COMMITTEE: **Tridib Banerjee** reported for **Niraj Verma**. [A report is attached.] **Tridib** reported that although UC Irvine has planned to host the summer 2006 workshop and has indicated an interest in hosting the 2007 Doctoral Workshop, cost is now an issue since the Fannie Mae Foundation, Inc. subsidy is no longer available. **President Silver** reminded the Board that ACSP had budgeted \$3,000. to support student travel to the workshop. **Charlie Hoch** identified educational and collegial reasons why a program might want to sponsor this workshop. He noted that since the best students generally attend, hosting the workshop is an opportunity to shape careers. Students attend after they have completed qualifying exams and before they write their dissertations. The workshop is an opportunity to shape the intellectual growth and career paths of upcoming Ph.D.s.

A discussion of dates ensued. The goal was to avoid a conflict between the World Congress in July and this workshop. It was noted that AESOP is also planning a Doctoral Workshop.

FACULTY MENTORING: [Action item] Chuck Connerly reported that the FWIG Mentoring Program has merged with the new ACSP program. [The Committee report is attached.] On behalf of the committee, **Chuck** moved that the recommendation of the committee to establish and initiate an ACSP mentoring Program be adopted. Discussion clarified that the program would address the needs of both Assistant and Associate Professors, would be substantially different from an internal Departmental mentor program, and that the program would have an announced time schedule for applications and matches. The committee agreed to look into developing a mechanism for monitoring matches, ways to encourage senior faculty to take the initiative in developing mentor relationships, and developing ways to recruit, sustain and evaluate mentor relationships.

Pat Pollak offered a friendly amendment that one of the ACSP Governing Board student representatives be appointed to the ACSP mentoring committee. The amendment was accepted by the Committee Chair, **Chuck Connerly**.

Motion: To direct the ACSP Mentoring Committee to develop and initiate an ACSP Mentoring program as described in the committee report and as amended and clarified at this table.

The motion was passed unanimously.

PLANNING GLOBALLY TASK FORCE: Jo Looye reported for **Ruth Yabes**. [A report is attached.] Because of the death of **Gil Lin Chim** and **Ruth Yabes'** illness, the task force missed the contributions of two key members this year. **Chris Silver** spoke to the need for the expiring Task Force to propose an organizational structure to continue its important initiatives. One would be to devise a way for PAB requirements to address the need for an international component. Another would be to recommend to the Institutional Governance Committee a way for GPEIG to fit into the ACSP structure. The third would be to address how to sustain GPEAN. **Chris** also reminded the Board that the Roundtable on Friday may raise new issues and/or suggest ways to address these items. **Chris** thanked the members of the Task Force for all the work that has gone into it during these past few years. He said he felt that the mission of the Task Force had been admirably accomplished.

Chris Silver reported that **Bruce Stiftel** has created a committee to work on *Dialogues II*. He also said that GPEAN has requested money for this. **Rolf Pendall** requested that ACSP member planning programs provide us with information about the use of *Dialogues I*. **Tridib** requested clarification of GPEAN's goals and agenda. **Pat Pollak** suggested that since this information was not currently available, ACSP could consider making a contribution to GPEAN for GPEAN to use as it wished. **Chris Silver** agreed to convey the sense of this discussion to **Bruce Stiftel** on behalf of GPEAN.

STRATEGIC COMMUNICATIONS: Mickey Lauria reported for **Nancey Green Leigh** that **Paul Farmer** (APA), **Ruth Steiner**, **Barry Nocks**, and **Rachel Bratt** will be on the committee. [A report is attached.] The Committee will report on its future directions at the next meeting.

TASK FORCE on ARCHITECTURE and PLANNING: Chris Silver reported. The Task Force report is attached. **Chris** reminded the Governing Board that in March, in San Francisco,

the Governing Board agreed to budget one-third or \$5,000 of a three-part effort (ACSP, ASA, CELA) to investigate interaction and collaboration, with a total budget of \$15,000. The Board was reminded that these funds were budgeted for this year only and that if the other two organizations did not each contribute their \$5,000. share this fiscal year, a new budget request would have to be made for a future project.

PLANNING ACCREDITATION BOARD (PAB): Charlie Hoch (for Genie Birch) and Shonaugh Merits, PAB Director. **Shonaugh** reported that progress has been made in revitalizing the PAB. There are now 89 members of the site visitor pool. Each site visit team has two educators and one practitioner. Although with the acceptance of the 23 nominations from the ACSP PAB Advisory Committee, the numbers have improved, the pool still needs more educators. Twenty-five percent of PAB accredited programs are not represented in the site visitor pool. The goal is to use the full pool for site visits on a revolving basis. Pool members serve for five years with five-year renewable terms. **Shonaugh** requested that regional representatives contact the accredited programs in their ACSP region to generate nominees. **Jim Cohen** requested that a fact-sheet on the PAB Site Visitor Pool be sent to each of the ACSP regional representatives.

Charlie Hoch and **Tridib Banerjee** are members of the AICP/ACSP Task Force for PAB review. **Charlie** reported that about 30 small changes, mostly editorial, have been made in curricula guidelines. These changes have been circulated and comments received. Those changes that are considered substantive must still be reviewed and determined. **Charlie** also reported that the Committee has also drafted a performance-based version of the current curricula content. This would move criteria from an input-based approach to an output-based one. The Task Force has accomplished its mission and a joint AICP/ACSP body has been formed.

THE ACADEMY AND THE PROFESSION: [Action items] **Linda Dalton** reported. [A committee report and a Working Group on Planning School Performance Measurement report are attached.] **Linda** thanked **Bruce Stiftel** for his leadership of the Committee.

The committee report had recommendations that come before the Governing Board as motions.

1. Motion: *The Committee recommends that the budget surplus of \$1959. earned at the 2005 ACSP Administrators Conference be earmarked as a start-up fund for the 2007 Conference.*
Discussion: **Chris Silver** offered a friendly amendment to committee recommendation #1. Linda Dalton accepted on behalf of the committee. As amended, the motion is:
Motion: *The committee recommends that the budget surplus earned at ACSP Administrators Conferences be earmarked as a start up fund for the next Administrator's Conference.*
The motion was passed unanimously.

2. Motion: *For ACSP to accept the proposal of Cal Poly and that the next Administrators Conference take place in California in the spring of 2007.*

Brief discussion.

The motion was passed unanimously.

3. Motion: *The Committee recommends that a permanent ACSP Higher Education Leadership Award Committee be named by the ACSP President in time to solicit nominations for an award presentation at the Administrators Conference in Spring 2007.*

Brief discussion.

The motion was referred to the Institutional Governance Committee.

4. Motion: *The committee recommends that ACSP initiate a program of Planning School Performance Measurement based on the proposal of its working Group and consisting of three studies (reputation, Faculty Accomplishment, Student Data) to take place in a six-year cycle. We further recommend that a committee be assigned to prepare a Request for Qualifications for contractors to undertake a Reputation study, with the intent that the Governing Board would select the contractor at its spring meeting.*

Discussion followed.

S. Kaufman suggested that we fully consider the negative reasons for this.

B. Nocks stated that many assessments now look at outcome measures. This type of measure could provide data for strategic communications within an educational institution, to celebrate successes, acknowledge change, and respond to requests for support for improvement.

P. Pollak reminded us of three things: One, the motion asks the Governing Board to take the unusual step of committing to spend an unknown amount. Two, it is our practice to allocate funds at our annual budget meeting in the spring and three; we have not yet seen the RFQ. The specifications for the study can lead to a brief inexpensive review or to a detailed and very expensive research project.

C. Contant said that she was troubled by the possibility of one of our members doing the study. The "Report of the Working Group on Planning School Measurement" September 17, 2005, attached, suggests that a student assistant would work on the study. It would be problem if a student were to be engaged in developing measures and collecting data.

T. Banerjee reminded us that we have not yet determined if and what we would want to measure. In addition, what methods would be used to permit comparisons between research and teaching institutions and/or large and small institutions, for example?

L. Dalton stated that she did not know that the Governing Board did not receive the Working Group report prior to this meeting and hence did not have the opportunity to read it before the meeting.

C. Ozawa reported that her program administration is not interested in providing more information. Information requests have already taken up too much time. She questioned the purpose of the study and the demand for it.

P. Maghelal said that most students know a great deal about various programs and their resources from the web.

Someone said that from the perspective of administrators, if visibility is the problem then we should create a system for increasing visibility. Perhaps this sort of study in not the most salient issue right now.

J. Cohen said that we have not had a chance to read the report. Clearly, there is a measure of discomfort about it right now.

Motion: *To table committee motion #4. (J. Cohen, moved; P. Pollak, second.)*

Show of hand vote. Ayes = 9, Nays = 3. **The motion passes.**

Committee recommendation #4 is tabled.

Motion: *The committee should further consider the role of practicing planners in any proposed measurement system. A report should be made to the Executive Committee by the end of January. The Executive Committee should review the report and forward it to all members of the governing Board no later than three weeks before the next Governing Board meeting.*

R. Pendall, moved; **D. Myers**, second.

C. Ozawa said that we should not ask the committee to do more work until we read and fully discuss the report we have.

D. Myers asked who the constituents for a ranking/profile/measurement system would be.

He offered that the real constituents are around this table.

B. Nocks said that we have to take initiative in developing what needs to be communicated to university administration and what is the best way to do it.

C. Contant said that the core of the issue is that there is much concern about a report that we have not had a chance to read. She opposes the motion to ask the committee to make changes.

R. Pendall withdrew the motion. **D. Myers** agreed.

M. Lauria asked if we could reconsider the motion to table and do an e-mail vote?

According to our reading of Roberts Rules: A motion to reconsider must be made by someone who voted on the winning side of the motion.

VII. INTEREST GROUP REPORTS:

GLOBAL PLANNING EDUCATORS INTEREST GROUP: **Mike Hibbard** reported.

[A report is attached.] The group suggests that a discussion be held about whether ACSP or GPEIG should create an award honoring Gil Chin Lim. This raised (but did not resolve) the question of how we want to acknowledge and honor our colleagues and students.

FACULTY WOMENS INTEREST GROUP: **Pat Pollak** reported that the FWIG Listserve remains as a means of communication among about 200 members. FWIG membership does not feel the need for the Listserve to be very active, but wants it to be available. FWIG's new officers will be **Sanda Kaufman** as President, **Susan Bradbury** as Vice President and **Rachel Bratt** as Secretary/Treasurer.

Somewhat related to FWIG--The **Marsha Ritzdorf** Endowment for Diversity in Planning Education has been established at Clemson University. Together, the initial contributions from friends of Marsha Ritzdorf, ACSP, the Dean of the College of Architecture, Arts, and Humanities at Clemson and contributions from individuals has brought the endowment base to over \$15,000. The hope is that proceeds from this endowment will contribute toward addressing the need to increase diversity in planning in South Carolina that was raised at this table and in the various ACSP discussions about the planned 2005 Charleston conference site. Those who are concerned about these goals can send contributions to *The Ritzdorf Endowment for Diversity in Planning*, c/o Mr. LeRoy S. Adams, Executive Director, Clemson Advancement Foundation For Design &

Building

150 Lee Hall, Box 340502, Clemson, SC 29634-0502.

The annual FWIG networking luncheon continues to be popular. At the last conference, in 2004, 131 people attended. This year FWIG decided to use the small budget it received from ACSP to hold the line on the cost of the luncheon and to subsidize the cost, as needed, so that all who wanted to could afford to attend. After the conference luncheon account is cleared, if any of these funds remain, they will be contributed to the Diversity Endowment at Clemson.

The FWIG mentoring program has been integrated into the new ACSP program. FWIG members with mentoring program experience and with concern for the needs of women are and will continue to be part of the ACSP mentor program committee.

VIII. CANADIAN LIASON: President **Chris Silver** welcomed **David Amborski** as the new Canadian Liaison. No report.

IX. STUDENT REPRESENTATIVE REPORT: **Praveen Maghelal** reported. [See attached report]. **Praveen** reported that the student website has been updated and it is now renewed regularly. The Ph.D. Bowling League Listserve has moved to a common server at Berkeley. It has approximately 600 subscribers. **Praveen** thanked **Kay Bock** for moderating the Listserve and for hosting a student Roundtable at the conference for student editors of student journals. The students will have a student reception and they thank ACSP for the food. The students also thank **Donna Dodd** for her help in arranging the reception and they thank **Glenda Fisher** for her work with the job bank.

Praveen prepared and distributed a report (attached) on a National Student Exchange program for ACSP member schools. He would like ACSP to consider assigning a Task Force to consider this. No motion was made at this time.

X. NEW BUSINESS:

XI. UNFINISHED BUSINESS AND GENERAL ORDERS:

The authors of the Portland Book announced that they will give the royalties from the book to a scholarship fund to increase diversity at Portland State. They thank the Governing Board and ACSP for the financial support.

Dowell Myers said that planning schools are included in city management in *U.S. News and World Report*. **Dowell** suggested that the ACSP President contact *U.S. News and World Report* and ask how the planning schools reputation index is calculated and how the data are incorporated in the city management rankings.

Chris Silver apologized for not sending out the Academy and the Profession committee report in advance of this meeting. He suggested that perhaps electronic copies could be sent out ahead of the meeting and paper copies distributed at the meeting.

Glenda Fisher suggested that we should include a message on our submission of documents, if we want a report or notice to be distributed prior to a meeting.

**Motion: *To adjourn the meeting.* J. Cohen moved; S. Gaber second.
The motion passed unanimously.**

The meeting was adjourned at 5:05 PM.

Respectfully submitted,

| Patricia Baron Pollak, Secretary