Executive Committee Minutes

February 24, 1973

Mayflower Hotel, Washington, D.C.

Present: Deines, Corey, Clavel, Mann, Susskind, Steiss

I. Status of ACSP Affirmative Action Program

Mann opened the meeting with a progress report on the ACSP Affirmative Action Program. Following up on discussions initiated in Detroit, the Executive Committee in its Boston meeting agreed that this program, relating to the recruitment of women and minority candidates for planning faculties, would have first priority among work items of the Association in the coming year. Letters have been sent out to all schools on the AIP listing of planning and related programs requesting: (1) an indication of interest in and willingness to support the proposed Affirmative Action Program; (2) information profiles on faculty hired during the past academic year; and (3) information on faculty positions available for the coming academic year. To date, twenty-five responses have been received. Three respondents have expressed a willingness to support the program financially, one respondent rejected the concept, and one requested further clarification as to the purpose of the program. The remaining twenty responses indicated an interest in the proposed effort but noted that a lack of funds would prohibit their participation at present.

Mann observed that the "lukewarm response" from schools was a significant data input. Apparently the pressures from HEW for strong evidence of affirmative action have not been felt by many schools. Many schools indicated a willingness to support a lower level of service on a "use basis," i.e., a service fee to be paid when the listing of minority candidates is requested. Mann suggested that a minimum level of service might involve a simple clearinghouse function through which "unused vita" are collected and redistributed to interested schools. At the other end of the continuum, a maximum level of service might involve a computer operated listing in which specific characteristics could be identified based on user requests. Clavel suggested that the responses received to date may not be indicative of the potential support for this program since, in some cases, faculty are unaware of this activity.

A request has been made to the AIP Board of Governors for financial support. A proposal for $15,000 currently is under consideration by the Ford Foundation. Mann expressed optimism regarding the potential funding from Ford and suggested that further action await response from the foundation, as well as further returns to the inquiry sent to all schools. In the interim, Mann requested that $1,000 be earmarked in the ACSP budget to cover operations to date.
II. Nominations to the Executive Committee.

The Nomination Committee, consisting of Peter Nash (Waterloo), Lee Rogers (Oklahoma), and Howard Foster (Rhode Island), has been appointed and is hard at work preparing a slate of candidates for the new ACSP Executive Committee, to take office at the annual meeting in Los Angeles. Some discussion followed concerning procedures for election of student representatives to the Executive Committee. Although some problems were foreseen with the procedures outlined in recent revisions to the ACSP By-Laws which expanded the Executive Committee to include two student representatives, there was general consensus that these procedures should be followed for the coming year. President-Elect Corey will contact Nash, as chairman of the Nominating Committee, and ask that he solicit student nominations from each of the member schools (requesting position papers from each nominee). These nominations then will be offered as a slate to each member school, with the student body of each school casting one vote (provision is made for a run-off where a clear majority is not obtained by any two candidates).

III. Plans for ACSP Activities in Los Angeles

The report from Debbie White (via Pierre Clavel) is that Henry Hightower is making good progress toward the formulation of the ACSP program in conjunction with the ASPO Conference in Los Angeles. It was suggested that the members of the old and new Executive Committees meet on April 7 from 2 to 4, and that the general business meeting of the Association be held on April 8 from 10 to 12 am. New members of the Executive Committee will take office at that time. Items suggested for the business meeting agenda included: (1) report from standing and ad hoc committees; (2) Treasurer’s Report and report on behalf of the Executive Director; (3) report from the Committee on Standards in Planning Education (Mann); and (4) report on the Affirmative Action Program. In connection with this last item, Corey proposed that an education panel be organized to discuss the importance of the pool of minority faculty in terms of the requirements of HEW that schools demonstrate a comprehensive effort to recruit minority faculty. Mann noted that HEW requires a statement as to why a given faculty member is hired or given tenure over others, i.e., a clear indication of the qualifications of selected candidates and availability of other candidates. It was agreed that such a panel, with representatives from MIT, Harvard, and Berkeley relating their experiences with HEW, would be an important contribution to the business meeting. Mann and Susskind were asked to set up such a panel.

Susskind suggested that attention be given during the ASPO Conference to the issue of communications among the various committees within AIP and ASPO and the Executive Committee of ACSP regarding planning education (see Item IV below). Corey agreed to take the lead in establishing a meeting among appropriate executive groups of the three organizations.

IV. Credentialization and Accreditation

In connection with the need for closer coordination and liaison among the various groups concerned with planning education, Susskind reported on current efforts underway in AIP to promote a major study of planning curricula in connection with
issues surrounding entrance into the planning profession (i.e., examination, registration, credentialization, and accreditation by AIP of planning schools). Tom McNutt and others were reported to be pushing for such a study in the Professional Standards Department of AIP, rather than the Education Department, adding another dimension to the problem of coordination. It is proposed that three or four university people work in Washington under the auspices of AIP in the development of such a study.

Contact among the three organizations through the Council on Planning Education (COPE) has been rather ineffective. It was reported that Dorn McGrath has suggested the possibility of ACSP taking responsibility for school visitations in connection with the proposed procedures for accreditation. If the Master of City Planning degree or its equivalent is to become the substitute for examination, then accreditation will become a very important aspect of the whole credentialization question.

This discussion concluded with a general consensus that a meeting should be called in Los Angeles, involving key members of the executive committees of ACSP, ASPA, and AIP, to iron out an approach to these issues which would avoid overlap and duplication while insuring appropriate inputs from all concerned.

V. ACSP Budget for 1973-74

Clavel reported an anticipated income of $8,600 from April 1972 to March 1973, with total anticipated expenditures of $6,300 for the same period, leaving a net balance of $2,300. This amount, combined with carry-overs from previous years, provides ACSP with a working capital reserve of $6,500.

For the coming year, Clavel projected an income of $8,500, with projected expenditures amounting to $6,100, as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Four issues of ACSP Bulletin</td>
<td>$2,000</td>
</tr>
<tr>
<td>(@ 16 pages/issue)</td>
<td></td>
</tr>
<tr>
<td>Staff Salaries</td>
<td>$3,300</td>
</tr>
<tr>
<td>Executive Director's Expenses</td>
<td>$ 500</td>
</tr>
<tr>
<td>Treasurer's Expenses</td>
<td>$ 300</td>
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Thus, there may be an additional surplus of $2,400 at the end of next year, which when added to carry-overs from previous years would yield a total reserve of $8,900. Clavel noted a number of alternative areas in which expenditures might increase. For example, bringing the Bulletin up to 24 pages per issue would increase the cost from $2,000 to $3,000 per year. Previous discussions have included the possibility of allocating travel funds for members of the Executive Committee who do not have access to university travel funds. The question also was raised concerning the establishment of a fund to support student activities.

The following motions were made, seconded, and passed concerning the distribution of funds out of the current capital reserve:

1) Allocation of $100 for expenses incurred by Vern Deines in connection with his responsibilities as ACSP President, for telephone charges, duplication, etc. (motion by Mann, seconded by Susskind).
(2) Allocation of up to $500 for all legitimate bills incurred by the Planning Network in connection with the student conference in Boston (motion by Corey, seconded by Susskind).

(3) Allocation of $1,000 in support of expenditures to date on the affirmative action program (motion by Deines, seconded by Clavel).

In the discussion regarding the use of funds over and above "normal" expenditures annually, Mann moved (seconded by Susskind) that the following guidelines be adopted in the development of the budget to be presented at the April meeting of the Executive Committee:

(a) Increase the allocation of the Bulletin to $3,000.

(b) Up to $1,000 and not more than half of any one committee members air fare for travel to the ASPO meeting in Los Angeles.

(c) Earmark up to $400 for conference program purposes.

VI. Tax Exempt Status

It was reported that the application for tax exempt status was denied by IRS on a technicality (application made under the wrong section of the IRS code). Clavel recommended that a request be filed for an extension of time (by Debbie White) and that any attempt to re-apply be delayed until Carl Goldschmidt returns.

VII. Development and Grants

Steiss reported on the activities of the Committee on Development and Grants appointed at the Detroit meetings. An effort has been made to renew previous discussions with NSF. Some interest has been expressed in the possibility of a ACSP sponsored study in the RANW area, e.g., "societal impact dependent upon the inputs of planners," or "examination of the curricula of planning schools regarding their appropriateness to societal needs." Question was raised at NSF concerning the appropriate vehicle for such studies, e.g., the Association, schools within the Association, COPE, etc. It was suggested that Joe Intermaggio pursue his contacts with NSF-RANW to determine appropriate areas, format, and scope for which ACSP might be eligible.

VIII. Papers on Planning Education

The Committee discussed briefly the development of an appropriate vehicle for the publication and distribution of papers presented to date at ACSP education sessions. Irving Hand has volunteered to serve as the editor for such a publication. It was recommended that Hand be asked to review and appraise the existing papers and report to the Executive Committee at its next meeting as to a suggested approach and format.
IX. Implications of Spenser Report

In discussing the AIP draft report on "Consultation and Recognition for Planning Education Programs offered by Colleges and Universities in the U.S.," it was noted that there was general agreement at the Boston meeting that it would be inappropriate for the Association to respond to this report, but that every effort would be made to encourage each member school to respond in terms of the impact of these proposals.

X. In Memorial for Paul Dulaney

Steiss suggested that a "in memorial" be included for Paul Dulaney in the next issue of the ACSP Bulletin in recognition of his service to the Association during the sixties. Steiss will secure the background information and send it along to Debbie White for inclusion in the next issue of the Bulletin.

Adjournment

With no further business to conduct, President-Elect Corey adjourned the meeting at 2:20.