Minutes of the Executive Committee Meeting
Association of Collegiate Schools of Planning
October 31, 1985
Atlanta, Georgia

The meeting was called to order by President Jayanta Chatterjee at 1:30 pm.

1. **Roll Call and Introduction of Visitors (Chatterjee/Feld)**

   **Executive Committee Members Present:**

   Jayanta Chatterjee, University of Cincinnati
   David Sawicki, Georgia Institute of Technology
   Michael B. Teitz, University of California, Berkeley
   Marcia Marker Feld, University of Rhode Island
   Lawrence Susskind, MIT
   C. David Loeks, Virginia Polytechnic Institute
   John Forester, Cornell University
   Donald Krueckebreg, Rutgers University
   Charles Connerly, Florida State University
   Marie Howland, University of Maryland, College Park
   Carl V. Patton, University of Wisconsin-Milwaukee
   David Forkenbrock, University of Iowa
   Peter Sorant, University of New Orleans
   Judith de Neufville, University of California, Berkeley
   Elizabeth Burns, Arizona State University
   Rolf Engler, MIT
   Tanya Ward, Michigan State

   **Absent:**
   Eugenie Birch, Hunter College, CUNY
   Gerardo Navas, University of Puerto Rico
   Jane Greene, Univ. of New Orleans
   A quorum was present.

   **Visitors:**
   Terry D. Kahn, University of Texas-Austin
   Bill Howard Cal Poly-S.L.O.
   David Perry, Buffalo, SUNY
   Ibrahim Jammal, Buffalo, SUNY
   Clyde Weaver, University of Pittsburgh
   Michael Romanos, University of Cincinnati
   Greg Lipton, University of Virginia
   William Goldsmith, Cornell
   Alan Black, University of Kansas
   Michael Brooks, Buffalo, SUNY
   Dick Bolan, Minnesota
   D.E. Gale, GWU
   Bill Goodman, University of Illinois, UC
   Lewis Hopkins, University of Illinois, UC
   Marsha Ritzdorf, University of Kansas
   Alan Feldt, University of Michigan
   Barry Checkoway, University of Michigan
Minutes of Executive Committee Meeting
October 31, 1985
Page 2

Visitors (Continued):

Jay Stein, Georgia Tech
Fritz Wagner, University of New Orleans
Robert Reiman, Appalachian State University
Wes Hankins, East Carolina University
Robert Cevero, U.C. Berkeley
Catherine Ross, Georgia Tech
Anthony J. Catanese, Georgia Tech
George Hemmens, University of Illinois, Chicago

2. Minutes of the April 20, 1985 Executive Committee meeting (Feld) The minutes of the April 20, 1985 meeting were approved with two amendments.

3. Committees

3.1 New Membership (Engler)

ACSP now has 87 Full members
14 Affiliate members
15 Corresponding members
116 Total

Membership ACSP

Full membership: by planning departments or other institutional units granting degrees in Urban or Regional Planning
Affiliate = see constitution
Corresponding : see constitution
Individual : see constitution

New

New Affiliate Member
Syracuse University
Social Science Program
Syracuse, New York

New Corresponding Member
York University, Faculty of Econ.Studies
North York, Ontario, Canada

Received Contact
Under consideration for some affiliation

University of D.C., Dept. of Urban & Regional Planning
Morehouse College, Department of Political Science
University of Louisville, College of Urban & Public Affairs
Roosevelt University, Public Adm. Program
University of Nuevo Leon at Monterrey, Mexico, Grad. School of Planning
Northeastern University, Department of Economics
Withdrawn

Planning and Resource Mgt. Program, Grand Valley State College, Allendale, MI (Affiliate)

Texas Southern University, Dept. of City Planning, Houston, Texas (Member)

3.2 Minority Scholarship/Paul Davidoff Commemorative (Checkoway)

Postponed to later in the meeting.

3.3 Student Recruitment (Patton)

Carl Patton reported on the work of his Student Recruitment Committee (Allan Feldt, David Forkenbrock, Alan Kreditor, Richard Smith)

a. 76 schools are willing to participate in the next Guide.

b. Dave Forkenbrock reported on his subcommittee to revise the yellow ("Had You Planned to be a Planner?") booklet. Cost was discussed including a possible $5,000 from APA as a subsidy. Larry Suskind suggested selling advertising space. The Poster was raised as a part of the overall recruitment thrust. It was suggested that due to the growing partnerships between universities and secondary schools, high school students could benefit from this booklet.

A motion was made and seconded that ACSP republish the yellow "Had you Planned to be a Planner?" booklet at a 20,000 pressrun and seek funding support through APA and other agencies and firms. Approved unanimously

c. Data and Information Needs for Study Recruitment subcommittee. Tom Galloway was delayed due to transportation airline problems. His report was presented to the Committee by Patton. The report summarized an extensive review of data on information needs and costs and made recommendations about how to meet the need. The entire report was accepted; the motion was made and seconded to accept the entire set of recommendations of the Galloway report which included:

A standing committee for the development of a national information base and clearinghouse for student recruitment, amended to include that their first priority be to recommend specific actions to ACSP member schools to make use of this information, and budget of $6,000. Passed 10 yes, 4 no. Motion carried. (See pp. 2-5 of the Galloway Report for description of Committee, Charge, Composition of the Committee, Budget, Policy support.)
Minutes of the Executive Committee Meeting
October 31, 1985
Page 4

d. Investigate methods to infuse planning materials in high school curricula and inform students about the profession of planning. Dick Smith is chairing this subcommittee. Several models have been reviewed: University of Cincinnati; University of Wisconsin-Milwaukee, University of RI, and the work is continuing. It will be completed by the spring Executive Committee meeting.

Jay thanked Carl and his Committee for their hard work.

3.4 Graduate Guide (Sawicki)

David reported on the distribution of the graduate guide which has been well received. Jay pointed out that it needs a systematic two year cycle for publication. It needs about 8,000 copies. Tayna raised the question of overseas mailing as a recruiting and information tool.

Motion to direct the President to proceed with the production of the Fifth Graduate School Guide. After substantial discussion which included a more general discussion of our entire recruitment thrust, the motion passed 14 yes; and 2 no.

3.5 Undergraduate Guide (Hankins/Reiman)

Wes reported that the undergraduate Guide has been very successful. A motion to merge the undergraduate and graduate guides was suspended for discussion purposes. The Motion was: the question of the ways in which high school students are recruited to planning schools including the publication of a second edition of the Guide to Undergraduate Education in Urban and Regional Planning should be re-examined and referred to the (new) Standing Committee on Recruitment. Passed unanimously.

3.2 Paul Davidoff Commemorative Committee (Checkoway)

Barry as Chair of the committee distributed its report. The following motions were proposed and passed by acclamation:

a. That the President and the Checkoway Committee confer with their APA counterparts and other organizations to strengthen minority planning recruitment and assistance;

b. That a Paul Davidoff Award be established to faculty or students to recognize an outstanding publication consistent with the work, life, and ideals of Paul Davidoff. The Committee should implement the Award for the next Annual Meeting.

Barry was thanked by Jay for his and the committee's work.
3.6 Tenure, Promotion, Intervention Policy (Black)

Alan stated that the first meeting of this committee was scheduled for 2:30 Friday. A committee report will be presented at the April Executive Committee meeting.

3.7 Nominating Committee (Hemmens)

George chaired the committee and reported on the election:

Vice President: Carl Patton, University of Wisconsin-Madison
Secretary: Alan Black, University of Kansas
North Central: Dowell Myers, University of Wisconsin-Madison
Marsha Ritzdorf, University of Kansas
North East: Eugenie Birch, Hunter College, CUNY
David Perry, Buffalo, SUNY
South East: Earl Starnes, University of Florida
Michael Stegman, UNC

3.8 Research (Catanese)

Tony reported that the research outlook was not promising. After a discussion of various sources and types of research, the President suggested a restated charge to the Committee to continue its work.

3.9 PAB Site Visitors Recommendation (Krueckeberg)

42 names have been added to the original pool of 80 educators for a total of 122 educators. Any additional names will be welcomed. The inclusion of nontenured and junior faculty was discussed. The Executive Committee requested Evelyn Martin to report on the characteristics of those in the pool (gender, race, tenure, status, rank) at the Spring meeting.

3.10 PAB Report (Goldschmidt)

The PAB report was given by Carl (see attached). The evaluations of the site visits are very upbeat. The key issue is the fiscal one: annual fees, participation of APA and a more equitable distribution of expenses. The APA board has refused to participate financially in the PAB. Jay had completed a survey of the structure of other professional association's accreditation boards. He presented a matrix of comparative data. PAB is at the low end of the range of educational organization's accreditation budgets.

a. Motion: ACSP assume responsibility for collecting dues from member schools for the planning schools accreditation process. It is further proposed that starting with the 1986 academic year organizations of the Planning Accreditation Board (PAB) APA, AICP, and ACSP, each elect two representatives to represent their interest in negotiating and formulating future operating policies and budgets for PAB. Once policies and budgets have been
Minutes of the Executive Committee Meeting
October 31, 1985
Page 6

approved by the group, funds are to be turned over to PAB for carrying out its mission. PAB will assume responsibility for working as the final authority for all disbursements. This motion includes the idea of entering into discussion with APA and AICP to carry it out. Passed Unanimously. (See attachment B)

b. Motion: to accept the PAB budget with a $75 fee increase for schools only if the discussion described in the previous motion be initiated and if APA and AICP agree to participate in such discussions. Approved Unanimously.

c. Motion of thanks to outgoing PAB member, C. David Loeks, and recognition as a valuable member and contributor to the accreditation process. Passed by acclamation and applause.

3.11 AICP/ACSP (Sawicki)

The Executive Committee requested that the President appoint a committee to review the current condition of AICP and determine how it reflects on ACSP and the Schools.

3.12 Faculty Liaison with AICP (Green)

This was an information item. AICP has sent letters to some members and faculty asking them to serve as liaison/information resource to students.


Our current balance is $30,618.88. See the attachments.

5. Annual Meetings (Patton)

1986 Milwaukee - October 9th-12th. Plans are well underway.
1987 L.A. - Pasadena

A call for the 1988 conference site has been made.

Old Business (Chatterjee)

Jay, as retiring president, thanked everyone who had worked in his administration. He thanked Marcia Feld, retiring secretary; Rolf Engler; David Sawicki; and David Prosperi for his work in establishing the Journal. Mike Teitz, Larry Susskind, David Loeks and Carl Goldschmidt for PAB; Mike Brooks and Larry Susskind for the accreditation process; and Charles Ellison, Mike Teitz, John Landis, Tony Catanesse, Judy De Neufville, and David Dowall for their work on the annual conferences.

6.1 The McClure Prize

The McClure Prize was won by John Metzger, Univ. of Illinois-Chicago.
Minutes of the Executive Committee Meeting
October 31, 1985
Page 7

6.2 Admission Dates (Gary Hack)

The report said that it is not possible to have uniform dates for financial aid due to different university regulations.

7. New Business (Chatterjee)

7.1 Student Travel Reimbursement (Chatterjee)

Motion to pay expenses related to attending the Board Meeting. (One night at the Conference Hotel) Passed Unanimously.

Motion to pay one half the air fare. Passed Unanimously.

The ACSP policy is that when students are elected to serve on the ACSP Board, it is the responsibility of the student's school to arrange to pay one/half the travel expenses of the student. A letter from the president should be sent at the time of elections reminding the schools of this policy and offer ACSP assistance for implementation. Passed Unanimously.

7.2 Future Conference Focus. Discussion incorporated under 5.2.

7.3 Paid staff person. The President should appoint a committee to explore this concern. No motion was needed.

MOTION: TO EXPRESS THE GRATITUDE AND THANKS OF THE EXECUTIVE COMMITTEE TO JAY CHATTERJEE FOR HIS EFFECTIVE LEADERSHIP.
PASSED BY ACCLAMATION AND APPLAUSE.

President Jay Chatterjee adjourned the meeting at 6:56 p.m.

Respectfully Submitted,

Marcia Marker Feld
University of Rhode Island
Recommendation

It is proposed that hereafter ACSP assume responsibility for collecting dues from member schools for the planning education accreditation process. It is further proposed that starting with the 1986 academic year organizations of the Planning Accreditation Board (PAB)—APA/AICP/ACSP—each elect two representatives to represent their interest in negotiating and formulating future operating policies and budgets for PAB. Once policies and budgets have been approved by this group, funds are to be turned over to PAB for carrying out its mission. PAB will assume responsibility for working as the final authority for all disbursements.

This motion includes entering into discussions with APA and AICP to carry this account.

October 31, 1985

Jay Chatterjee

Jayanta Chatterjee
David S. Sawicki
Marcia Marker Feld
Michael B. Teitz
Rolf Engler
President
Vice President
Secretary-Treasurer
Past President
Bursar
University of Cincinnati
Georgia Institute of Technology
University of Rhode Island
University of California, Berkeley
Massachusetts Institute of Technology
Minutes of the Executive Committee Meeting  
October 31, 1985  
Attachment A: Report of the PAB Committee (Goldschmidt)

3.10 Motion Regarding PAB Budget

(1) Seek from PAB staff an estimate of the costs of operating an 
independent PAB, for the purpose of exploring alternatives.

(2) Encourage ACSP in an effort to bring together the three sponsoring 
organizations (ACSP, AICP, and APA) on the issue of funding the accreditation 
program, specifically by utilizing the assistance of a senior colleague affiliated 
with the three groups.

(3) Reconsider the question of the most efficient and equitable means of 
meeting the program's goals when the PAB has the estimate of expenses and .

when the senior colleague has explored co-operative arrangements.

3.11 PAB Report to ACSP

(1) All nominations of educators to site visitor pool approved.

(2) Future site visitors will be given names of those who have already 
served on visits, should they wish to call a colleague to discuss the process .

. in lieu of training workshops.

(3) Mike Teitz will talk with ACSP Journal editor regarding interest in 
an article on innovative aspects of planning programs, the information having 
been gleaned from site visits.

(4) Evaluations of site visits are very upbeat.

(5) "Ask ACSP to participate in the next phase of the COPA application, 

obtaining evidence of support for accreditation from university CEO's; deans 

and faculty; and students. AICP will handle other part regarding students, 

professional organizations, employers of graduates, and other accrediting 

bodies. First draft of application is needed by the end of January, 1986.