Minutes of the Executive Committee Meeting
Association of Collegiate Schools of Planning
October 9, 1986
Milwaukee, Wisconsin

1. The meeting was called to order by President David Sawicki at 9:20 a.m.

2. Roll Call and Introductions (Black/Sawicki)

   Executive Committee Members Present:
   
   David Sawicki, Georgia Institute of Technology
   Carl Patton, University of Wisconsin-Milwaukee
   Alan Black, University of Kansas
   Jayanta Chatterjee, University of Cincinnati
   Rolf Engler, MIT
   Lawrence Susskind, MIT
   Michael Teitz, University of California, Berkeley
   Dowell Myers, University of Wisconsin-Madison
   June Thomas, Michigan State University
   Eugenie Birch, Hunter College, CUNY
   David Perry, SUNY at Buffalo
   Earl Starnes, University of Florida
   Michael Stegman, University of North Carolina
   Peter Sorant, University of New Orleans
   Judith de Neufville, University of California, Berkeley
   Elizabeth Burns, Arizona State University
   Gary Goodwin, University of Iowa
   Nancey Leigh-Preston, University of California, Berkeley

   Member Absent:

   Gerardo Navas, University of Puerto Rico

   A quorum was present.

   Visitors:

   Reza Banai, Memphis State University
   Dave Bess, Cal Poly, Pomona
   Richard Bolan, University of Minnesota
   Tom Dinell, University of Hawaii
   Marcia Marker Feld, University of Rhode Island
   John Forrester, Cornell University
   David Forkenbrock, University of Iowa
   Howard Foster, University of Rhode Island
   Tom Galloway, Iowa State University
   Carl Goldschmidt, Michigan State University
   William Goldsmith, Cornell University
   Sherwin Greene, George Washington University
   Eugene Grigsby, UCLA
   Wes Hankins, East Carolina University
   Bill Howard, Cal Poly, San Luis Obispo
   Andrew Isserman, West Virginia University
   Ibrahim Jammal, SUNY at Buffalo
   Terry Kahn, University of Texas-Austin
   Richard Klosterman, University of Akron
3. Minutes of April 5, 1986 Executive Committee Meeting (Black)

Peter Sorant moved that the minutes be approved; David Perry seconded; and the motion passed.

4. Membership (Engler)

Rolf Engler reported that there are currently 123 members, consisting of 90 full members, 13 affiliate members, 16 corresponding members, and 4 individual members. New full members are the University of District of Columbia, University of Louisville, Indiana University, and Alabama A&M University. Cleveland State University is a new affiliate member. Three schools have withdrawn from membership: Southern Illinois University at Edwardsville, Syracuse University (Department of Geography), and the University of Mississippi.

5. Financial Report (Engler)

Engler distributed a financial report for the period July 1, 1985 to June 30, 1986. This showed an ending balance of $39,235.95 on June 30, 1986.

He distributed a projected budget for the period July 1, 1986 to June 30, 1987. This estimated income at $84,685.95 and expenditures at $58,300.00 for a projected balance of $26,385.95 on June 30, 1987.

He also distributed an activity report for the period April 1, 1986 to September 30, 1986. This showed a balance of $46,511.42 on September 30.

(The complete reports are attached.)

6. Planning Accreditation Board

A. Representatives Report

Carl Goldschmidt said the Board had met the last two days and reached decision on seven applications. The Board has started a new practice of writing comments about the applications. The Board is contemplating some changes in the Accreditation Document. One of these is to require a minimum size of the student body as well as a minimum size of the faculty.

Jay Chatterjee reported that Goldschmidt was reelected as Chairman of the Board. Leon Eplan was elected as Vice Chairman.

Larry Susskind said 60-65 schools are involved in the accreditation process. The Board has finished considering applications from about 30. There are 15 schools scheduled this year, and there should be 15 the year after. That will complete the first run through all the schools.
B. PAB Fee Collection (Engler)

Engler said he had collected $44,000 in annual fees from 55 accredited or recognized programs. There are eight schools that have not yet paid. One has not responded to several inquires, while two have decided to drop out (University of Manitoba and University of Mississippi).

C. PAB Negotiations (Sawicki)

Sawicki reported that he and Chatterjee had met recently at Virginia Beach, Va., with representatives of APA, AICP, and PAB. Then, on September 27, the APA Board of Directors voted 14-3 to direct Israel Stollman, APA Executive Director, to enter into negotiations with PAB.

There was discussion over whether the motion passed by the APA Board really meant PAB, or was this an error. Chatterjee said it should be ACSF; he considered PAB to be unacceptable as a bargaining agent for the schools. Goldschmidt said he was at the APA Board meeting and he didn’t think they had meant PAB.

Susskind then made the following motion:

That the ACSF Executive Committee authorizes the ACSF President and the ACSF representatives to PAB to communicate the following to the appropriate individuals at APA and AICP:

1. That ACSF applauds the recent APA Board decision to allocate direct funding for the first time to support the operation of the PAB. ACSF authorizes its representatives to implement the strategy for PAB financing previously enunciated by the ACSF—namely 1/3-1/3-1/3, ACSF-APA-AICP sharing of all direct and indirect PAB annual costs. We expect this policy to be implemented within three years and certainly prior to formal application to COPA.

2. That ACSF is eager to ensure that PAB finances are managed most efficiently. To that end, ACSF instructs its representatives to explore alternatives to the current arrangement which treats PAB as a division of AICP/APA. ACSF insists on a co-equal role in formulating PAB budget and policy. Among the alternatives explored, we expect operation physically and administratively apart from AICP or APA to be considered.

3. That ACSF member schools are not willing to accept any further increases in accreditation fees for at least three years (1990).

Sorant seconded. After further discussion, the motion passed unanimously.

D. PAB Site Visitors Pool (Sawicki)

Sawicki said he had appointed Don Kruekeberg, David Goldschalk, and Martin Wachs to a committee to review nominations for the site visitors pool. They received 32 nominations and approved 27. Sawicki forwarded these 27 names to PAB.
Chatterjee suggested that as a policy the Executive Committee should discuss the nominees before sending them to PAB.

Susskind said there are two policies involved that are in conflict. One is to have senior people in the pool, and the other is to have women and minorities in the pool. He said we seem to have backed off from the first policy, and he was concerned that some of the nominees are not tenured faculty. The seniority issue ought to be ACSA's responsibility.

Elizabeth Burns said she sent letters last summer soliciting applications from women and minorities. She moved that information on nominees to be added to the site visitors pool be presented to the Executive Committee for ratification. Michael Teitz seconded.

There was discussion during which some people spoke against the motion. June Thomas asked why five persons were rejected by the committee. Sawicki checked the committee report and said two were rejected because they were not senior people and three were rejected because they were very specialized and did not have a broad knowledge of planning. Black noted that three of the five were either female or minority.

Burns withdrew her motion with the consent of the seconder. She substituted another motion, namely, that the site visitors pool nominating committee prepare a report and present it to the Executive Committee that includes a summary in matrix form on the composition of 1) the existing site visitor pool, 2) those nominees approved for the pool, and 3) those nominees rejected. Teitz seconded, and the motion passed with one vote opposed.

7. Awards Committees

A. Paul Davidoff Award

The chairman, Barry Checkoway, was not present. Carl Patton distributed a report from the committee that announced that the first award is being given jointly to Chester Hartman for The Transformation of San Francisco and Dolores Hayden for Redesigning the American Dream. He then moved to adopt a motion in the report to continue the award and present it again in 1988. Sorant seconded. Sawicki suggested that the matter of timing be put off until the other awards were discussed. Teitz moved to table the motion, Earl Starnes seconded, and this passed unanimously.

B. Distinguished Planning Educator

Sawicki said the committee had recommended that this year the award be given to F. Stuart Chapin, Jr., who is retired from the faculty of the University of North Carolina. This award is being given every two years.

C. Additional Awards (Chatterjee)

Chatterjee said his committee recommends that the following types of awards be considered:

1. One for practitioners who contribute to planning education.
2. A teaching award that is not based on either research or lifetime achievement, but on recent accomplishments.
3. One for teaching carried out by faculty in other disciplines that contributes to planning education.
4. One for dissertations.
5. A service award for officers of ACSP.

Judy de Neufville suggested there should also be an award every year or two for the best article published in the *Journal of Planning Education and Research*. Chatterjee agreed that this should be added to the list.

There followed discussion. Teitz noted that giving all these awards would require a tremendous amount of effort and it is hard to maintain high quality. Sawicki mentioned the financial implications.

Susskind moved that a committee be appointed to explore the possibility of an award for practitioners. De Neufville seconded, and the motion passed unanimously.

The timing of awards was discussed. Chatterjee moved that the Edward McClure and Paul Davidoff awards be given on alternate years to the Distinguished Planning Educator Award, and that we follow the existing schedule for the last. Patton seconded, and the motion passed unanimously.

Sorant moved that the Checkway committee motion about the Davidoff award be removed from the table. De Neufville seconded, and the motion passed. Patton and Black made amendments so that the motion read as follows:

That the ACSP Executive Committee instruct the President to continue the award and appoint a committee to evaluate nominations and recommend a winner for presentation at the 1989 ACSP Annual Conference covering publications with a 1986, 1987, or 1988 publication date, and to adjust the nomination schedule to enable the winner to attend the conference and accept the award.

The motion passed unanimously.

Sorant moved that we put into effect an affordable and suitable certificate of service for members of the Executive Committee. Chatterjee seconded, and the motion passed unanimously.

Chatterjee moved that awards for distinguished service to ACSP be decided by the ACSP officers. Thomas seconded, and the motion passed unanimously.

Sawicki raised the question of whether awards should only be given to persons who agree to come to an ACSP meeting to accept them. Black moved that ACSP adopt the policy of giving awards regardless of whether the recipients can attend the meeting where they are presented. Starnes seconded, and the motion passed unanimously.

8. Research Committee (Perry)

David Perry said his committee had arranged several sessions on research being held at the conference.

9. Executive Committee Student Membership Committee

Darrell Meyer, chair of the committee, was not present. Sawicki said the committee had completed the selection process and chosen two students to immediately take seats on the Executive Committee: Nancey Leigh-Preston
of the University of California, Berkeley, and Gary Goodwin of the
University of Iowa.

The question of the terms for the student members was raised. Starnes
moved that the students have two-year staggered terms, with one of the
new members getting a one-year term. The motion was seconded and passed
unanimously. Goodwin volunteered to take the one-year term.

The meeting was adjourned for luncheon at 12:15 p.m. It was reconvened at
2:25 p.m.

10. Journal Editor Committee (Birch)

Eugenie Birch described the solicitation process. Three applications
were received, as follows (prospective editors in parentheses):

University of Illinois (Lewis Hopkins and Bill-Chin Lim)
University of Washington (Donald Miller and John Hancock)
University of Wisconsin - Milwaukee (Ernest Alexander)

All the applicants were interviewed by the committee the previous night,
and a decision was reached. She read the following recommendation:

The committee recommends that ACSP offer the JPER Editorship to
Professors Lewis Hopkins and Bill-Chin Lim and the University of
Illinois.

Further, it recommends that ACSP empower Carl Patton, Vice Presi-
dent, who under the ACSP constitution is responsible for publica-
tions; David Prosperi, current editor; and others whom they desig-
nate to negotiate an appropriate four-year agreement.

The agreement should:

a. outline the duties of the editor;
b. designate the transition process including the transfer of
management at the April 1987 Executive Committee meeting;
c. specify the financial arrangements.

In addition, the Patton/Prosperi committee should inform the
Executive Committee of the results of these contractual negotiations
and further describe what they have concluded vis a vis the best
efforts to be made to:

1. implement strategies for ensuring the highest quality of
writing, including the use of a professional text editor;
2. establish a procedure for granting approval of major
design and editorial changes proposed by the editors;
3. assign the financial responsibility in the event that costs
exceed annual budget allocations;
4. uncover additional sources of funding--what kind of
support is to be provided by the University of Illinois
and ACSP;
5. clarify the vesting of the editorship in both the editor and
the university and establish procedures for relocation.

The ACSP will ratify the agreement.
Teitz moved to accept the committee's report and recommendation. Starnes seconded.

There was discussion about why there were only three applications. De Neufville commented that it requires a lot of support from a university to take on the editorship. Susskind asked whether the requirements were too stringent. Burns said we might have gotten two more applications if the requirements were easier.

There was further discussion during which two minor amendments were proposed and accepted (the text above reads as amended). Then the motion passed unanimously. The agreement with the University of Illinois is to be brought to the Executive Committee in April 1987 for ratification.

11. Tenure and Promotion Intervention Policy (Black)

Black distributed a report from his committee and an accompanying statement titled, "Guidelines on Evaluation of Faculty for Promotion and Tenure." He explained some minor changes made since the draft presented to the Executive Committee at Los Angeles. The committee recommends that the Executive Committee adopt the statement and print 500 copies in a suitable format to be distributed to member schools.

Bill Goldsmith suggested that the last section headed "Handling of Disputes" should be left out of the published document, but should be adopted as ACSP's policy on tenure and promotion intervention.

Black offered a motion to carry out this suggestion, and Starnes seconded. There was discussion and some amendments were proposed. Patton suggested that the statement be given to a professional editor before being published. Thomas said she had never seen the statement before and would like time to read it. Starnes then moved that the matter be tabled and reconsidered as the last item before adjournment. Sorant seconded, and the motion passed.

12. Committee on Social Responsibility (Goldsmith)

Goldsmith distributed and summarized the report of his committee (see attachment). Perry moved that the report be accepted and that ACSP implement the contents of pages 1-2. Teitz seconded and the motion passed unanimously.

Starnes moved that ACSP adopt the "Statement on Nuclear Disarmament" on pages 3-4. Perry seconded, and the motion passed unanimously.

13. Student Recruitment

A. Graduate Guide (Patton)

Patton reported that 10,000 copies of the fifth edition of the Guide to Graduate Education in Urban and Regional Planning had been printed. Copies were mailed to all member schools, 8,000 were sent to college guidance counselors, and 1,000 went to APA. A mailing to foreign addresses will go out shortly.

He suggested that ACSP update the Guide on a regular schedule and recommended an interval of two years.
B. Undergraduate Guide (Hankins)

Wes Hankins distributed some material about revision of the Undergraduate Guide that is currently under way. He is currently projecting a budget shortfall of $620, but this may disappear.

C. Brochure (Forkenbrock)

David Forkenbrock reported on recent publication of the revised brochure, which is titled, "Your Future in Urban and Regional Planning." The press run has been exhausted, and there are currently unfilled orders for 14,000 copies. He proposed that 20,000 more copies be printed, which would cost about $2,800. This would allow him to fill the back orders and also distribute some copies free to guidance counselors.

Forkenbrock said his committee would like to produce a movie about careers in planning. He requested $2,000 in travel money to go to Washington and raise outside support for the project. This matter was set aside temporarily.

D. Research (Galloway)

Tom Galloway distributed a report of his subcommittee and summarized it. The subcommittee proposes a research program containing the following elements:

1. A career placement survey among persons who have graduated in the last five years.
2. An in-depth analysis of schools that have been unusually successful in recruitment.
3. Commissioning a series of papers identifying new directions for key substantive areas of the field.
4. Collecting and codifying data from secondary sources on enrollment and degree patterns.
5. Developing profiles of the most distinguished alumni of planning schools to use for publicity and promotional purposes.

He noted that last year his committee requested a budget of $12,000 spread over two years. The Executive Committee approved $6,000 for the first year, but actually the committee has spent less than $200. The committee requests authorization to spend the second year's $6,000.

E. Minority Students (Grigsby)

Eugene Grigsby gave an interim report; the committee has no recommendations or requests at this time. The share of persons entering the planning profession who are minorities has declined from 6.5 percent in 1981 to 5.8 percent in 1983 and 4.9 percent in 1985. The most recent data show that 16 percent of planning students are minorities. This proportion has been fairly level over the 1980-85 period. The number of blacks is declining, while the number of Hispanics is going up.

Financial aid is helpful to minority students, but it is not a primary factor. The Reagan years have hurt but have made planning more attractive relative to other fields. Upward mobility is more of a problem than entering the field. Many minorities leave planning so they can advance by taking management jobs.
F. University/High School Relations

Dick Smith, chair of the committee, was not present. Patton distributed a report of the committee. He proposes to talk to APA about this.

Sawicki then asked for motions regarding the reports of the various committees on student recruitment. Starnes moved that ACSP produce the Graduate Guide on a two-year schedule with the ACSP Vice President in charge. Chatterjee seconded, and the motion passed unanimously.

Chatterjee moved to approve collection of money for the Undergraduate Guide and to proceed with its production. Starnes seconded, and the motion passed unanimously.

Perry moved to allocate $2,000 to print 12,000 copies of the brochure to distribute to undergraduate career and placement centers. Starnes seconded, and the motion passed with one vote against.

Teitz moved to allocate $1,600 to print an additional 15,000 copies of the brochure for sale to member schools at a price of 5 cents for the first 750 and 10 cents for additional copies, with a limit of 1,000 copies to any school. Starnes seconded, and the motion passed with two votes against.

Galloway suggested that his committee be allocated half of its second-year funding, or $3,000. Sawicki pointed out that part of the money requested was to pay a research assistant at the University of Texas at Austin, and that this would set a precedent for ACSP. There was further discussion, after which Teitz moved that the committee be commended for its work program, that it be encouraged to move forward on the basis of its original allocation of $6,000, and that it return at the next meeting of the Executive Committee with a report and a request for additional funds as needed to complete the project. Chatterjee seconded, and the motion passed unanimously.

14. Annual Meetings

A. Milwaukee 1986 (Alexander)

Alexander reported that 240 persons pre-registered for the conference and many more are expected to come.

B. Los Angeles 1987 (Bess)

Dave Bess reported that the original hotel for the conference had closed. As a replacement, the committee selected the University Hilton, adjacent to the University of Southern California campus. The dates for the conference will be November 6-8, 1987.

C. Buffalo 1988 (Stein)

Jay Stein reported that 275 rooms have been reserved at the Hilton Hotel. The dates will be October 7-9, 1988.
D. New Site Decision (Patton)

Patton reported he had mailed a request for site proposals for the 1989 and 1990 conferences. Proposals are due by February 1, 1987 and will be considered when the Executive Committee meets in New York in April. He expects to follow the same procedure as last time. All proposals will be presented to the full Executive Committee, and then an ad-hoc subcommittee will make the decision. Sawicki commented that the evaluation depends more on the faculty involved than on whether the city is a great place to visit.

15. Committee on Special Interest Groups (Klosterman)

Dick Klosterman said the committee had received two proposals, one from the Microcomputer Users Group and the other for a group on "International and Comparative Development Planning." The first was accompanied by petitions signed by 45 persons. Birch moved that ACSP support the Microcomputer Users Group, Perry seconded, and the motion passed unanimously.

Ibrahim Jamnal distributed copies of the other proposal on behalf of Herman Berkman, who was not present. Petitions have not been circulated yet. Sawicki said we would follow our specified procedure and take up the proposal at the New York meeting after petitions are received.

16. Nominations and Elections

Sawicki read a report from Tom Galloway, chair of the committee. The following persons were elected:

President-Elect
Donald Krueckeberg

Representatives

South Central Region
Sandra Rosenbloom
William Siembieda

West Region
Judith de Neufville
Marsha Ritzdorf

Sawicki said he had appointed de Neufville to the Planning Accreditation Board to replace Teitz, whose term expired, so she will resign from the Executive Committee. He will appoint a replacement.

17. Other Old Business

Starnes moved that the motion regarding the Promotion and Tenure Policy Committee be removed from the table. Then the motion was passed unanimously. The motion was to adopt the following as ACSP's policy on faculty promotion and tenure intervention (subject to final editing):

The Association strongly supports the concept of academic freedom and endorses the principles of the American Association of University Professors as set forth in its 1940 Statement of Principles on Academic Freedom and Tenure. If a faculty member believes that he or she was harmed by unjust or improper procedures and the grievance cannot be resolved within the institution, then the AAUP is an appropriate external authority from which to seek assistance.
The Association is firmly opposed to discrimination against faculty members on any basis not intrinsically related to job performance, such as discrimination based on race, color, religion, national origin, gender, physical handicap, age, or marital status. The Association supports the policies of AAUP in this regard. Any faculty member who believes she or he has been the victim of discrimination is urged to contact the appropriate public agencies or AAUP.

The Association does not routinely intervene in individual cases of dispute between a faculty member and his/her employing institution regarding promotion in rank or granting of continuous tenure. It is not the Association’s role to try to resolve standard issues for which there are well-established procedures, such as whether due process was followed or whether the candidate’s record meets the standards of the university.

There are two qualifications to this position, however. First, the Association may provide information and counsel to planning faculty who seek help and who apparently lack the familiarity with these matters of more experienced planning academicians. The President may provide such assistance (as by writing or talking to the individual) or may delegate the responsibility to another person. The Association may form a standing committee to carry out this function on a continuing basis.

Second, the Association may intervene in situations where it appears that a university is following a general policy or practice that is inimical to the planning profession or to many faculty members in planning. This might involve an administration’s applying criteria that are not relevant to planning or systematically denying tenure to deserving younger faculty as a means of achieving ulterior motives. When an issue involves planning per se, then the Association is an appropriate party to respond.

It shall be at the discretion of the President of the Association whether or not to intervene in specific cases. The manner of intervention shall be at the President’s discretion. When time allows, the President should bring such matters to the Executive Committee. The intent is that the Association shall intervene when there is a perceived threat to the planning field in general or to an entire planning program, but it shall not normally serve as an advocate of last resort for individual disputes.

Black moved that ACSP print 500 copies of the “Guidelines on Evaluation of Faculty for Promotion and Tenure,” including the two paragraphs on academic freedom and discrimination but omitting the remainder of the section headed “Handling of Disputes.” The text is to be reviewed by a professional editor before being published. Chatterjee seconded, and the motion passed unanimously.

18. New Business

Sawicki said he is considering the need for a dues increase and may make such a proposal at the New York meeting.
Chatterjee reported that an ACSP archives has been started and is being kept at the University of Cincinnati.

President Sawicki adjourned the meeting at 6:45 p.m.

Respectfully submitted,

Alan Black, Secretary
University of Kansas