Minutes of the Executive Committee Meeting
Association of the Collegiate Schools of Planning
April 22, 1990
Denver, Colorado

President Carl Patton called the meeting to order at 9:05 a.m.

1. Roll Call

Executive Committee Members

Carl Patton, University of Toledo
Jerome Kaufman, University of Wisconsin-Madison
Richard Bolan, University of Minnesota
Donald A. Krueckeberg, Rutgers University
Thomas Galloway, Iowa State University
Eugene Grigsby, University of California, Los Angeles
Alan Kreditor, University of Southern California
Peter Fisher, University of Iowa
Lewis Hopkins, University of Illinois
Marcia Marker Feld, University of Rhode Island
Margaret Wilder, Cornell University
David Pugh, Texas A & M University
William Siembieda, University of New Mexico
Wes Hanks, East Carolina University
Catherine Ross, Georgia Institute of Technology
Frederick Collignon, University of California, Berkeley
Marsha Ritzdorf, University of Oregon
Jonathan Levine, University of California, Berkeley
Robert Slate, University of Illinois, Chicago

ACSP Bursar

Rolf Engler, MIT

A quorum was present.

Visitors

John Keene, University of Pennsylvania
Eugenie Birch, Hunter College
F.A. deMontequin, Virginia Commonwealth University
David Prosperi, Florida Atlantic University
David Hill, University of Colorado, Denver
Richard Larkin, University of Southern Mississippi
Marsha Greer, University of Oregon
Meir Gross, University of Massachusetts, Amherst
Judy Innes, University of California, Berkeley
Seymour Mandelbaum, University of Pennsylvania
Jay Chatterjee, University of Cincinnati
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2. Student Elections

Jonathan Levine introduced the newly elected student representative, Robert Slate of the University of Illinois at Chicago. Levine explained the election process. Students could nominate themselves and submit an essay. A committee of Kaufman, Feld and Levine made the final selection. A special election was held due to prior delays in the election process. Rafael Fischler, University of California, Berkeley, was elected as the Representative Elect. His term of office will be from April 1991 to October 1992.

3. Minutes

The minutes of the Portland Meeting, prepared and distributed by Alan Black, were considered. It was moved, seconded and unanimously voted to accept the minutes as submitted.

4. Bursar's Report

Rolf Engler reported on the financial activities of ACSP since the Portland meeting. Copies of his report are attached. He also reported on the financial results of the Portland Conference. It was moved, seconded and unanimously voted to accept the reports as submitted. There was general discussion about the usefulness of the suggestions in the report of the Portland Conference. The suggestion was made that the Secretary maintain a file on conference reports as an aid to future conference planning.

5. Report on Regional Representation

Report by Margaret Wilder, stimulated by a concern for greater involvement from the various regions, and particularly doctoral student involvement. Wilder submitted a tabulation of the characteristics of Ph.D. students in the Northeast region, by gender, race, nationality, and specialization. Wilder noted a need to know better the student population in terms of being able to anticipate the future pool of faculty. She recommended that ACSP develop a consistent system of collecting data toward this end.

Krueckeberg raised the issue of coordinating data collection efforts. He noted three different committees pursuing the same or similar data: the Commission on the Ph.D., the Committee on Recruitment and Retention of Minority Women,
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and the Committee on Regional Representation. There followed considerable discussion of the issue of how best to compile and maintain good data on students and faculty in planning. One issue noted was that of the right of privacy as a constraint on collecting such data.

Pugh Moved, Ross seconded, that Margaret Wilder be given the responsibility for developing a data base system with respect to doctoral students in planning, such system to include proposed forms or instruments for reporting this data annually, and that Professor Wilder report her proposals for review by the Executive Committee at the Austin Conference. Voted unanimously.

6. Report of Committee on The Recruitment and Retention of Women and Minorities

Ritzdorf introduced Marsha Greer who served as Graduate Research Assistant for the Committee. Ritzdorf summarized the work of the committee and the written report of survey results. Key issues of the report are the continuing small numbers of minorities and women faculty in planning. Ritzdorf also noted additional concerns. Her survey sample revealed that faculty experienced more discrimination as faculty than they did as students. Discrimination seems to increase as women and minorities get higher in the system. Also noted was the trend of women hires going up, while minority hires are going down.

Ritzdorf requested additional funds for completing and printing the report of the committee. Her distribution plan included department chairs, women and minority faculty. She asked for $1000 of which $678 was for printing and the rest for mailing. A motion to approve the funds was made and seconded. Discussion brought out 1) several suggestions for expanding the report and 2) a concern that all faculty in ACSP schools should receive it. The first motion was withdrawn and a substitute motion offered.

Moved by Hopkins, seconded by Krueckeberg, that the Chairs of the Committee on The Recruitment and Retention of Women and Minorities in Planning Education complete the writing of the report submitted taking into account the suggestions made at this meeting, and that the committee be authorized the funds to have the report published in a special issue of Update as soon as possible. Voted unanimously.
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7. Proposal for a Standing Committee

Ross, as co-chair of the Committee on The Recruitment and Retention of Women and Minorities in Planning Education submitted a proposal for the establishment of a Standing Committee on the Representation of Women and Minorities in Planning Education.

Krueckeberg moved to accept the proposal and authorize the budget requested, Feld seconded. Voted unanimously.

8. Video Proposal

David Pugh presented a proposed project that would create a videotape program for presentation to be targeted to junior high school audiences. He described the goals of the video, the rationale for the intended audience, a sketch of the proposed script, and ways that ACSP schools might participate in bringing the program to local schools in their region. The project would have a total budget of $30,000. Financing would be shared between APA, the Educational Foundation of the Texas Chapter of APA and ACSP.

Krueckeberg moved, Hankins seconded, that the Executive Committee approve the report and authorize an appropriation of $10,000 for the ACSP contribution to project funding. In discussion questions were raised about the intended audience, distribution problems, image, and funding. It was noted that APA had not officially acted on its share of the funds. Many voices of strong support also were given in the discussion. Voted unanimously.

9. Report of Planning Accreditation Board

Galloway presented the report of the PAB. He indicated the Board was studying trends in higher education and how universities will be setting priorities in the global economy. The Board is looking at prospects for planning practice in the face of current trends away from public city problems toward real estate, economic development, etc. He noted the recent finding of increases of non-traditional positions for recent planning graduates. In this context, the PAB is examining its future role and next steps. He noted good cooperation with AICP and APA. Efforts are being made to expand women and minorities in the site pool. He also noted a workshop to be held at the Denver Conference for site visitors.
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Galloway presented a proposal by which accreditation procedures would provide the opportunity of appeal for schools that had been denied accreditation twice. The proposal was presented as a motion by Galloway, seconded by Grigsby. Voted unanimously.

Galloway presented a resolution of commendation to Judy Innes for her services to the PAB during her term of office. Resolution approved unanimously.

Feld raised the issue of the review of qualifications for the site team pool. She spoke of the goals of including more minorities and women in the site team pool, yet she understood that administrative experience at the chair level was a criterion for membership in the pool. She noted only 5 minorities or women met such a criterion. Galloway did not believe administrative experience was required but he would check more closely and report to the afternoon session. See Agenda Item No. 21 below for action taken.

Siembieda noted ongoing interest by APA about a system of Continuing Education Credits, and that a meeting was taking place the following day to further the idea.

Patton adjourned the meeting for luncheon at 12:10 p.m. and reconvened the meeting at 1:45 p.m.

10. Commission on Undergraduate Education

Hankins reported for the Commission. He reviewed the major issues and recommendations of the Commission covered in its report: experimentation, accreditation, linkages with graduate programs, need for new teaching materials, etc. In discussion, the issue was raised whether the focus of undergraduate programs should be on a professional model or a liberal arts model.

It was moved and seconded that the Committee accept the final report of the Commission on Undergraduate Education, Creating the Future for Undergraduate Education in Planning, and commends it to the officers of ACSP for study and for preparing proposals for concrete action at the next meeting in Austin. Voted Unanimously.

Hankins then discussed the proposed mini-conference for undergraduate education proposed to be held before the Austin Conference. Moved and seconded, that the mini-conference be endorsed and that the Executive Committee
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support it. Discussion of the motion included discussion of conflicting meetings in advance of the Conference. After further discussion, voted unanimously.

11. Journal of Planning Education and Research

Bolan reported actions and progress to date of the Search Committee for the new Editor of JPER. Discussion followed concerning the problems of attracting quality proposals for the position. There were concerns about the health of the Journal.

Hopkins submitted a report on the current state of the Journal. He noted the major problem focuses on getting a good quantity of quality papers submitted. He noted that a $30,000 budget had been approved for the new Editor. He requested a $30,000 budget as well for the final volume to be produced at Illinois: $25,000 to produce the Journal and $5000 to aid in the transition to a new Editor. This request was moved and seconded. Voted unanimously.

Hopkins then made a request of $1,100 for maintaining the mailing list data base for the Journal. This request was moved and seconded. Voted unanimously.

12. Planning Careers Brochure

Fisher reported for Forkenbrock. Forkenbrock is surveying ACSP schools to see if it is worthwhile to reprint the present brochure. Dennis Ryan is working on the redesign and production of a new one. Discussion produced agreement that the demand seems present. It was moved and seconded that as a short run action, there be one more printing run of the brochure for a 2-year supply, that the subsidy now provided be removed, and that there be serious review concerning future runs. Voted unanimously.


Innes reported for the Commission. Mandelbaum of the Commission also participated in the discussion. They submitted a written proposed work program for the Commission with a requested budget seeking an additional $11,850. Considerable discussion followed. Key issues were coordination of data collection efforts concerning the Ph.D. student population, comparative studies of the different doctoral programs, and the appropriateness of the budget
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Moved by Krueckeberg, seconded by Galloway, that the Executive Committee encourages the further work of the Commission on the Ph.D. and that an additional budget of $1500 be added to the $3000 already approved to this end, and that the Commission report to the next meeting with proposed additional needs and requests. Voted unanimously.

14. McClure Award

Patton reported. He indicated a June 10 deadline for entries to be submitted. Entries will be judged during the Summer months. Poster publicizing the award is being mailed out.

15. Davidoff Memorial Project

Patton reported. A proposal had just been received by FAX from Rob Burlage and there had been no time to distribute and study it. Action was deferred until the Austin meeting.

16. ACLS Guidelines

Patton Reported. The American Council of Learned Societies is currently revising its guidelines for membership. He will report further when they are finished.

17. Reports on Future Conferences

Austin: Kaufman reported. The preliminary program will be ready May 10. It appears that there will be around 100 sessions. Discussion followed concerning fees for the conference with the view expressed that they are exorbitant. Point was made that the break-even point in attendance is about 350. It was suggested that early registration fees could be made much lower.

Oxford: Plans for the Oxford conference were presented. Single occupancy dormitory space will be available; no figures yet available on hotel space, although the expectation is that hotels will be about the same as in US. Planning for the conference includes refereeing submitted papers. Discussion around the call for papers, and the demands of scheduling and planning for travel grants, etc. if, in selecting presentations, full papers will be required rather than abstracts.
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Krueckenberg moved, Ross seconded, that: given the time requirements to referee papers; given that to referee papers is major change in policy, and given the need to encourage attendance; therefore, we do not favor the refereeing of papers but we do favor evaluating abstracts of not less than 600 nor more than 1000 words; and that we further strongly discourage elimination of an abstract on any basis other than quality (topic or room on schedule should not be a criterion.). Voted unanimously.

1994 Site Selection: Deferred

18. Report on Graduate Guide to Planning Education

Report by Kaufman for Prakash. Questionnaires from 75 schools are returned. The new edition is on schedule. It will be printed during July and August and mailed on August 10th.


Report by Patton and Hankins. The Guide has been delayed because of financial uncertainties. The questionnaires will be mailed soon and the Undergraduate Guide will run two months behind the Graduate Guide. The 2nd edition of the Undergraduate Guide was not publicized due to a failure of Rutgers to mail flyers.

20. Information Package

Rolf Engler proposed that individuals be encouraged to join ACSP through a brochure or flyer that would contain material from the ACSP Constitution. It was moved and seconded that the President be authorized to appoint a committee to explore the production of a brochure explaining the mission and purpose of ACSP for individual faculty not part of a member program. Voted unanimously.

21. PAB Site Pool Criteria

Galloway reported back that the only qualification for membership in the site visitors pool was that they be full time faculty members in planning. There is no reference to administrative criteria. It does appear that ACSP may have required that applicants should preferably have
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administrative experience as a chair.

Feld moved, Krueckeberg seconded, that the Screening Committee for the Site Visitor Pool review its criteria for any intended or unintended barrier to participation, keeping in mind the PAB goals for broadening participation. Voted unanimously.

22. Faculty Women's Interest Group

Moved and seconded that the Executive Committee approve the $500 previously allocated to the Faculty Women's Interest Group. Voted unanimously.

23. Update

Kaufman reported and described the new features planned for Update under new editorship.

24. New Business

Pugh discussed the possibility of appointing a committee to develop an information plan that would include an annually updated data base. A motion was offered and withdrawn. Patton noted that Jay Chatterjee has been trying to develop an archive for the organization and those who are able should help him out on missing data.

Upon motion by Krueckeberg, second by Collignon, meeting adjourned at 5:40 p.m.

Respectfully submitted,

Richard S. Bolan, Secretary
University of Minnesota