

Minutes for the April 26, 2008 ACSP Meeting, Las Vegas, Nevada. Association of  
Collegiate Schools of Planning  
Semi-Annual Governing Board Meeting  
April 26, 2008  
8:30 a.m. – 4:30 p.m.  
Las Vegas  
Bally's Las Vegas Skyview 2 Room

The meeting was called to order at 9:00 AM by ACSP President Michael Hibbard.

Present were:

Officers: Michael Hibbard, Cheryl Contant, Mickey Lauria, Barry Nocks, and Marie Howland. Regional Reps: Mildred Warner, Elise Bright, Clint Andrews, Susan Bradbury, Tim Chapin, Randy Crane, David Sloane, June Manning Thomas. Student Members: Ahmed Abukhater, Yang Chen: JPER Editor (ex officio); Weiping Wu: Ex Officio for PAB; Tridib Bannerjee, Genie Birch, Charlie Hoch.

I. Mickey Lauria moved to accept the agenda, seconded by Cheryl Contant. The motion passed.

II. Mickey Lauria moved to accept the consent agenda , seconded by Cheryl Contant. The motion passed.

Mildred Warner asked if Mike Hibbard could put information on who is on this ACSP Governing Board on the ACSP website ? Mike agreed that this could be done.

III. Outgoing Board Secretary, Patty Pollack has yet to provide us with the minutes for the Milwaukee meeting.

#### **IV. Reports**

**Treasurer's report is below.**

**Vice Presidents Report :** Publications and Conferences. JPER in middle of transition from Berkeley to VCU.

A motion to send a thank you to Karen Chapple and Karen Christiansen was made by Cheryl Contant and seconded by David Sloane. It passed.

The royalty from Sage is better than expected. ACSP Update will continue coming out of Milwaukee until new website is updated. Future ACSP Conferences: 2009 in DC, 2010 in Minneapolis.

**Presidents Report :** Glenda Fisher, Assistant to the President under Chris Silver and Mick Lauria, is going to continue to work with Donna Dodd.

Planetizen has been cooperative and responded to suggestions for changes in their methodology. The issues from previous discussion were resolved, for example allowing Planetizen will permit future changes. Mildred Warner stated that one of the issues was transparency. Mickey Lauria

stated that Planetizen has addressed this by providing a synopsis of their methodology in their guide and a more detailed description on their web page.

Planning School Assessment Project (ASAP) : This was to be done in three phases, faculty assessment (almost complete), a student outcome phase which will be presented at the Administrator's conference in Bethesda, and a third phase, a reputational study. A decision needs to be made concerning whether to proceed with the third phase given the fact that Planetizen is producing a reputational product.

AICP Certification maintenance. Two issues remain, fee structure for providers and the amount of CM credit for scholarly work. The AICP Commission has a staff proposal before them that allows providers to pay an annual fee to offer face to face courses. Under the proposal, providers will still be charged a set amount for distance learning courses. There is discussion to increase the amount of CM credit (currently 4 credits/article) for publishing an article, but no recommendation has been made.

Genie Birch recommended that we include the AICP status of Governing Board members on our stationery.

Mike Hibbard stated we will continue to work with AICP on on-going CM issues.

ACSP Committees, Mike Hibbard stated he is reviewing the ACSP committees and hopes to have new members in place by Chicago. Some changes are :

Replacing, Genie Birch for the Nominations Committee, Chris Silver will take over.

Elise Bright will step down from the membership committee and no replacement at present

Lew Hopkins will step down as head of Ph.D. committee, no replacement at present.

Mike is working on an orientation manual, policy manual, and committee procedures manual and would like suggestion as to what would be useful to have in them. A completed draft should be available by the October board meeting in Bethesda.

In the ACSP strategic planning process, three priorities were identified. (1) diversity, (2) improving the conference (3) improvement of standing of planning in the academy.

Cooperation with the China Planning Network continues.

## **V. STANDING COMMITTEE REPORTS**

### **Conferences**

*C. Contant*

2007 Milwaukee Conference

Special thanks to Nancy Frank in her efforts in making the Milwaukee Conference a success.

2008 Joint ACSP/AESOP – Chicago- July 6-11

We have the highest number of abstracts ever.

There has been a request from students for an alternate Student Registration fee, an option to not attend reception to lower the fee by \$60.

Special thanks to Curt Winkle in his dual role as national conference committee chair and as local host committee chair.

## **VI. SPECIAL COMMITTEE AND TASK FORCE REPORTS**

### **Planning School Assessment Project**

*C. Hoch*

*Our plan was to do a faculty, students, and reputational report every two years, but then Planetizen entered the picture.*

We collected two data sets: one on faculty and one on programs. The committee needs \$7000 to clean the data. But the question of who is going to hold the data and how are we going to use it still remains.

Our recommendation: is to (1) clean data and open program and department data to those outside ACSP. (2) clean data and open department and program data to access to ACSP, (4) clean and access faculty data with confidentiality agreement . Charlie Hoch made the motion and it was seconded by Mickey Lauria . ML withdrew his motion. Cheryl made a motion to table the motion. The motion didn't pass. One vote in favor (Bradbury), the rest against. David Sloane made a new motion, we accept (2) clean data and open institutional data to ACSP schools and (5) clean the data and give of faculty data with confidentiality agreement to legitimate researchers from ACSP member schools. The motion was seconded by Mildred Warner and passed unanimously

### **PAB REPORT**

*Fernando Costa*

Fernando reported on the PAB activities over the past year and noted cost increases. Mickey Lauria moved to accept the changes in the articles of incorporation for PAB. The motion was seconded by Susan Bradbury. It passed unanimously.

There was a motion to increase PAB dues, from \$1,600 to \$1,925. It was moved by Susan Bradbury and seconded by Mickey Lauria. It passed unanimously.

### **AICP Certification Maintenance**

*Stuart Meck,*

Cost structure imposed by AICP is untenable.  
Need more engagement and cooperation from AICP.

### **APA/AICP News**

*P. Farmer/G. Billingsly*

Paul Farmer: APA has a new institutional membership program for schools. They have 20 schools signed up. The free student program is going well, with 75% of students moving into the to new professional category after they graduate. They have 1,000 students participating in the Las Vegas conference. APA is going ahead with the China tours and Internships with Ed Blakely in New Orleans.

Report by Graham Billingsley: CM staff recommendations will be on the web page. The Commission discussed the recommendations but put off a vote. The Commission needs to establish parameters for distance learning before re-considering the DL fee structure.

## **VI. Return to Special Committee and Task Reports**

### **Academy and the Profession**

*M. Howland*

Administrators Conference will be held in Bethesda, Maryland, October 23-25, 2008. A save the date card is going out next week to all department chairs and directors.

### **Enhanced Web Presence Project**

*M. Hibbard*

Mike Hibbard's recommendation: Send him names of someone to chair the committee and names of vendors to update and maintain our new and more robust web site. Mike Hibbard will contact the vendors and give them the specification. Clint Andrews volunteered to chair the committee. Clint's committee will send out specifications to vendors. Student rep, Ahmed Abukhater volunteered to serve on this committee.

### **GPEAN**

GPEAN produces Dialogues of Best Planning Scholarship from around the world.

### **Student Representative Report**

*Y. Chen/A. Abukhater*

#### Accomplishments:

Bowling League planning network. We explored whether we should establish a new student interest group? The decision was No. Students are satisfied with the current interest groups. We are conducting student survey of student's opinions of conferences.

We are cooperating with the China Planning Network.

Improving the web site to make sure it's consistent with ACSP website. Maintain the same banner. How are the students going to collaborate with the new website?

Proposing student by-laws.

Mike Hibbard suggested the students work with the conference committee.

We should routinize the timing of the Ph.D. workshop.

## **VII. NEW BUSINESS**

### **Orientation packet** (and meeting?) for new members of ACSP Board

*M. Hibbard*

One of Mike Hibbard's agenda items for his tenure is creating an orientation manual. Are there items you would like to have in it.

Do we need an orientation meeting or just the manual?

David Sloane; more information about the schedule of GoBo meetings would be helpful.

Put some of this on the web, so that we can download it. This would also help with attracting younger faculty. Want to create a web archive.

Have an early socialization effort for new members.

Randy Crane suggested it would be helpful to have an executive summary of the orientation manual.

Charlie Hock suggested regional reps should volunteer and play an active role in chairing committees. Note that Elise plays a good regional rep. role.

The manual should discuss the role of regional reps. The orientation should make this clear. In other words, clarify the by-laws and tasks for the regional reps.

### **JPER Copyright Issues:**

Weiping Wu asked whether there is a central place for maintaining JPER copyright forms? Berkeley sent their files to VCU. Mike Hibbard said there is no central place, that past editorial offices have maintained the files. He recommended that Berkeley's file be sent back to Berkeley.

### **Strategic Planning Discussion (cont from Milwaukee)**

*M. Hibbard/C. Contant*

Again the issues identified in the first phase of the strategic planning process were:

Diversity

Quality of the conference

Enhancing the visibility of Planning in the Academy

1) Mickely Lauria appointed a strategic planning committee during his term as ACSP president. The committee recommended we don't need a strategic plan, just need strategic management process. A process was piloted over the past 18 months that charged the Review and Appraisal Committee with developing priorities for the incoming president. Mike's R&A Committee identified the above priority issues. As we move forward under Cheryl's R&A Committee we need to fine tune the process and perhaps make changes to the By laws.

2) Mike Hibbard is planning to have the conference committee take on the second goal: raising the quality of the conference.

3) Mike recommends referring the goal of enhancing the visibility of the field to the committee on the Academy and the Profession and Ph.D. Committee.

4) We need a diversity task force to take on that issue. The task force will be appointed by Spring, 2009. Its agenda will grow out of the proposed "climate survey" to be conducted by Mulu Wubneh, the POCIG discussions at the Chicago conference, and the diversity session scheduled for the administrators' conference in October.

Discussion:

Tridib Bannerjee sees little reference in the enhancing the visibility of planning document to cooperation with other academic units on campus. We need other fields to recognize us as an important field. Important to administration of planning programs and departments and this should be included in the October administrators conference. Clint Andrews; gave the example of the National Academy of Environmental Design. Genie Birch and Weiping Wu stated we don't have representatives on NSF panels.

We need to do a better job of putting our professions accomplishments on the website. Let's post grants and awards on the website. Get respect through service. June Manning reminded us not to limit planning's accomplishments to NSF and NIH, but to keep service in mind.

Notes: crisis we are facing and shortages of faculty. Where is the funding to support this next generation of new students. Do we want to work on this as a group? Do we want a collective response or by institutions individually. Mickey Lauria tried, but when tried to create a committee to address research funding couldn't get faculty to staff such a committee. Conference in DC would be a chance to forward this. Visits to DC and visits of funders to conference.

David Sloane suggested we make Congressional visits.

Priority Issues is Diversity:

Proposal from Planners of Color. Give some focus to that session in Bethesda. The Planners of Color Interest Group (POCIG) will be conducting a survey of the issues facing faculty of color.

David Sloane wants copy of the minutes.

### **XIII Budget**

*B. Nocks*

Barry reported on budget.

JPER money is already reflected in the budget in front of the committee.

Any money that interests groups receive and do not spend goes back to the general fund.

Clint Andrews asked whether ACSP has an audit committee. The Accountants do an audit. David Sloane, we should have an audit committee? Barry Nocks noted that we have a finance committee and will talk to the accountant about whether there is need to create an audit committee as well.

David Sloane asked about the July 2008 conference. Why is it so expensive and why are we losing money? Cheryl Contant explained, attendance is higher because (1) AESOP people are included (2) Chicago is expensive, (3) and it is being held in July to accommodate AESOP's schedule (peak tourist season). We split the revenue/loss with AESOP – proportionately based on attendance. In addition, another reason for the higher cost is we try and ramp things up to make a good impression. Another factor is the number of days of the conference. It is about 25% longer.

Cheryl Contant discussed student option of registration without the reception, thereby saving \$60.

If we do this, cost to the conference will be an estimated \$3600. The cost to ACSP will be less because of split. And we might not loose because might get more registration. AESOP has to make the decision as well. Curt Winkle is waiting for us to decide and then he will approach

AESOP. Mickey Lauria discovered the issue on Bowling League. The board decided to let Curt Winkle know we approve this less expensive option for students.

Barry Nocks outlined the policies for ACSP interest group money will not support graduate assistants. We operate on volunteer faculty time. Elise Bright, asked what is the money for SFIG to be used for? There proposal is not very specific. Barry Nocks, explained we didn't get very specific information from SFIG. We want to support this group, but will not reimburse expenditures if they do not abide by the board's policies.

POCIG climate study. POCIG will conduct a survey. Discussion included a request for a survey of the literature on the climate for minorities, since other disciplines have looked at this issue. Mike Hibbard stated we will charge this committee to look at this and generally take a broader look at the diversity issue. In the future, should include Ph.D. students. The context is concern about retention. Try and get a handle on this. He is surveying faculty. What is the applicant pool of recent searches? Mulu Wubneh would be happy to receive suggestions.

David Sloane made a motion to approve the budget as presented. Susan Bradbury seconded it. The motion passed.

Mildred Warner made a motion that ACSP board considers the conference venue's advertising and programming degrading to woman and requests that APA consider the professional atmosphere of selected locations for future conferences. The motion was seconded by David Sloane. The motion passed.

Mickey Lauria made a motion to adjourn at 4:10 and it was seconded by Susan Bradbury. The motion passed.

Submitted: Marie Howland  
May 7, 2008