

**Minutes**  
**GPEAN Communications Steering Committee**  
**Belo Horizonte, Brazil 26-30 May 2003**

Meeting commenced at 9:30 am

Present: Watson, Stiftel, Albrechts (for Mastop), Rodriguez, Witherby, Leme (part), Motte, Vainer.

Apologies: Harper, Wu, Leme (part).

Bruce Stiftel introduced the session. Delegates were welcomed. He briefly reviewed progress since Shanghai and Volos, and provided special thanks to ANPUR for their hospitality and financial assistance.

Cristina Leme and Eloisa outlined the meetings scheduled including the two GPEAN meetings.

Concluding meeting also to be scheduled on Friday (following home association consultations). Time suggested is Friday afternoon at 2pm to allow Cristina Leme to attend, subject to room availability. To be confirmed.

Agenda was reviewed. Noted that APSA not in attendance. It was considered important that GPEAN member(s) attend Hanoi. Louis Albrechts will be attending; Angus Witherby potentially available for beginning of the meeting.

Forthcoming congresses were reviewed. Noted that this information should be on the GPEAN website. Johanna Looya to update and circulate to secretary by email.

Noted that African Planning schools intend to have inaugural meeting in May 2004. Noted some Australian funding may be available if African funding proposals that are currently in train are not available.

The agenda was confirmed.

**Progress Report and Minutes:**

Minutes adopted. Moved: Watson/Motte  
Unanimous.

Minutes will be re-posted to members with minor technical corrections to typos.

**Secretary Report**

AAPS foundation was noted, with the ANZAPS model being adopted. Vanessa Watson expanded.

## **Presidents' Report**

Most matters elsewhere covered. "Like officer" meetings have progressed. Meeting between presidents also planned for Leuven, with initiative from Win Wiebel being received on this meeting. Treasurers also identified, but no plans for meeting at this stage. Also will be looking at secretary, conference chairs and curriculum people.

Newsletter and/or website editors identified as another group. Perhaps more formal invitations to the Associations may assist in gaining participation. Louis Albrechts to pursue.

## **Technology Committee**

Angus Witherby presented in Wu's absence.

Discussion on the current Website occurred in the context of the Draft Memorandum of Understanding, circulated before the Meeting.

Noted there was a need for 2<sup>nd</sup> world congress material to have a website. Ideally we need to have stability between congresses, but we also need functionality regarding the congress. Mexico needs to be approached regarding the congress website component, noting need for links from GPEAN. Should be considered as parallel sites, noting one organization could host both.

The following options were discussed:

1. That Tongji be consulted over the MOU (now guidelines) and that the site be reviewed in July as proposed in Volos, with further discussions in Hanoi
2. Mexico (congress institution) to host
3. Other institution to host

Difficulty noted about reaching decisions in the climate of poor information about Tongji. WPSC steering committee members to be consulted by Bruce Stiftel, Angus Witherby.

Proposed:

- Review MOU
- Contact with Tongji to be made. Fax MOU to Wu and President requesting response by Friday.
- Conversation with steering committee and Mexico also to be initiated, noting that the site is expected to leave Tongji at some stage, given the initial view in Volos of change associated with next congress.

Noted: Formal review is July (12 months past Volos). September is Hanoi the latest time for review.

Noted: MOU changes to be made as per the extended discussion and notes.

Technology committee to be reconvened because of changes in personnel and need to separate providers and oversight committee.

Resolved: Roberto to replace Hans and AESOP webmaster to be added to committee.

## **Finance**

Bruce Stiftel reported. Fanny May foundation unlikely to offer funds directly, but are willing to offer a consultancy to access the “funding world”. Some discussions with Lincoln Institute in Massachusetts. Some assistance to GPEAN/ANPUR and some possibility of support for best papers series. Application prepared to US Dept of Education in order of \$200,000 for 2<sup>nd</sup> world congress and GPEAN. Although not funded this round, proposal text now available. Strategy for finance envisions a need of €500,000 to take GPEAN through next world congress; 50% for the Congress, 50% for GPEAN, basically derived from travel costs together with costings derived from Tongji experience. Translations costs with Best Papers project also needed. Need to look at government and foundation sources in “home areas” of each member association to support GPEAN. Bruce Stiftel to forward prepared text to members.

UN connected organization a possibility, e.g. International Geographic Union, UN Environment Program (Habitat), UNESCO, Carlos Vainer able to raise with UNEP. In terms of Europe, Government sponsorship is very specific, with most governments looking at the same items. Hans Mastop to be contacted regarding the Dutch Planning Ministry, noting that the Dutch government will be constrained next year. Approach in Europe could look at bilateral arrangements with developing countries. World Bank and Asia Development Bank are also possibilities. Fulbright needs to be contacted. EU willing to fund, but initiatives need to be within “Framework 6” which has a strong research element. Funding needs to be through an eligible body (e.g. AESOP members). Some national organizations have money. CEDA in Canada, German organizations. AusAid funding for congresses noted.

In terms of Spanish models, they contract academics to translate whole books. Taylor and Francis memo to be used for overture for these organizations. Venezuela has very low costs at the moment with difficult economic conditions. Spain has agency for development which sponsors range of projects in Spanish speaking Latin America.

Translation of best papers has high probability of success. For example Brazilian government is likely to have interest in translating into Portuguese. Memorandum of agreement will be useful in supporting efforts in various language communities.

Resolved: Hans Mastop and Johanna Looye to be added to the finance committee.

Finance committee to further develop text as to why and what should be funded noting whole committee needs to be involved in overtures within their regions.

## **Publications**

Noted GPEAN editorial board will meet today. Overview given now. Two projects were to be pursued. Annual Reviews negotiations were ultimately unsuccessful, however Taylor and Francis have a draft proposed contract. Over the last few months each association has been requested to set up their own editorial board noting APSA has not provided feedback, and Canada still in progress.

Memorandum of agreement as circulated summarizes the main points. They wish associations to each sign in terms of commitment. They also wish signature of commitment of editor of the project.

Detail to be further discussed in the afternoon during the Editorial Board.

This committee reviewed the Memorandum of Agreement. No issues raised. Held over for further discussion in the afternoon.

## **2<sup>nd</sup> Congress Update**

Louis Albrechts outlined the two stage process of preliminary expressions of interest before Dec 2002; with full proposals by April 2003. One expression received from Mexico City, which was a very professional submission. Full proposal close to finalization and deadline of end May set through need to secure high level support from the University official hierarchy. Expected that the full package will be received.

Noted that guidelines now widely promulgated to encourage proposals for 3<sup>rd</sup> congress. Noted that the discussions in Volos have become embedded in the proposal.

Need to consider the multiple organization model in the future. Schedule was very difficult to achieve for some associations/institutions. ANPUR and ANZAPS both had timeframe issues, noting some view from ANZAPS that there could be interest in a bid for the 3<sup>rd</sup> congress. Steering Committee members are expected to ensure that their organization's leadership is being consulted.

Next meeting scheduled for Leuven. Question as to how African committee member can participate. At this stage there are no financial means to have them attend. Once final decision has been made on the congress, the host organization may be able to fund, to a limited degree, noting need to be respectful of their resources. Combination with other meetings to be undertaken where possible.

Meeting Adjourned at 1pm

The meeting reconvened 30 May 2003 4:15 pm

Old Business and Unfinished Orders

1. Charter and Bylaws

These were further reviewed. The committee adopted a Charter document for forwarding to the associations for ratification, and adopted a set of bylaws for implementation.

2. Guidelines for Website Development for GPEAN

The amended guidelines following the first section of the meeting were forwarded to Tongji University. General support for the guidelines was received. Noted that these will form the basis for the annual evaluation in July, 2003.

### 3. Letter to Taylor and Francis – Best Papers

Following discussion on the principles, it was agreed to reformulate the document received from Taylor and Francis as a letter, which was signed by those attending. The other organizations had indicated their support for the intents of the document.

#### New Business

##### 1. Accreditation Issues

This received general debate, noting time limitations, covering both experiences in various parts of the world and efforts to define the problems more precisely.

A range of perspectives were identified. In terms of procedural possibilities, Presidents (and through them) curriculum/accreditation officers from the associations (and through them the professional organizations) could be contacted and asked to liaise and report. A person should be nominated from outside the committee to progress in conjunction with a GPEAN representative. This could include establishing a session at appropriate conferences as a possibility, noting need to involve practitioners. A report is to be considered at Portland, 2004 with the intent that the issue receive wider review at 2006 in Mexico.

Vanessa Watson to circulate a “problem paper”, and Roberto Rodriguez to liaise with Member Associations.

##### 2. Officer Elections

In accordance with the approved bylaws, it was necessary to consider officer elections.

Nominations were called for, with the intent that subject to nominee agreement, an election process, if necessary, be held via email. Further, that this matter be resolved before July.

Chair: Hans Mastop, Angus Witherby, Vanessa Watson

Co-chair: Bruce Stiftel, Cristina Leme (subject to ANPUR processes), Tom Harper

Secretary: Hans Mastop, Angus Witherby

Treasurer: Roberto Rodriguez, Wu Zingiang

Noted that further nominations can come forward within two weeks.

Alain Motte to be requested to organize the election.

#### **Action List arising:**

##### Before Friday Meeting

- Check back with home associations on by-laws (all)
- Email Taylor and Francis (Watson, Stiftel)
- Review Website MOU (Witherby)
- Contact APSA re: Web, best papers (Stiftel, Witherby)
- Contact WPSC Committee and Mexico re: Website hosting (Albrechts)

## Post Brazil

- Circulation of meetings schedule by email (Looye)
- Placing of meeting schedule on Website (Wu)
- Follow up signed guidelines on Website (Witherby)
- Repost adopted Minutes from last meeting with typographic corrections (Witherby)
- Liaison between AAPS and APERAU (Motte, Watson)
- “Like officer” meetings (including formal invitations )(Stiftel, Albrechts)
- Advise Hans Mastop and AESOP webmaster of committee appointment (Witherby)
- Text of funding application to members (Stiftel)
- Pursue other funding initiatives (specific initiatives Stiftel, Vainer, Albrechts/Mastop, Witherby – All others to consider options in home area)
- Advise Mastop/Looye of membership of finance committee (Witherby).
- Attendance at Hanoi (APSA) (Albrechts)
- Problem Paper on Accreditation (Watson)
- Liaison with Associations on Accreditation (Rodriguez)
- Associations to be requested to consider additional nominations (Witherby)
- Alain Motte to be requested to run the election (Witherby)
- Circulate bylaws (Witherby)
- Refer Charter to Associations (Stiftel, individual representatives)