

## ASPRS Professional Practice Division Meeting Minutes

**Date:** October 26, 2003  
**Location:** Embassy-Suites Hotel and Convention Center,  
North Charleston, South Carolina  
**Room:** Convention Center-Room 4

Meeting Attendees: Terry Curtis, Doug Fuller-Licensure Committee, Gary Higgs-Standards Committee, John Simmers-Director

Director Simmers called the meeting to order at approximately 1:10PM.

### 2004 Nominations

PPD will require the election of an assistant director for 2004-2006. Currently, PPD has an acting assistant director, Dan Paulsen, who is interested in running for the assistant directors position for 2004-2006. In addition to Dan, other nominations were requested from the attendees present. None were provided so the director asked those present to solicit potential candidates within the next 30 days and pass any names to him. During that same time period, the director will likewise solicit individuals that might be interested. Dan could run unopposed if no other individuals are found. Names, biographical sketches, and vision statements are due to Kim Tilley by the end of 2003.

### Division Operating Procedures

The divisions operating procedures were discussed. As per ASPRS bylaws, each division must have operating procedures for executing the business of the division. The division directors, under the leadership of Dan Civco, have cumulatively formulated a set of operating procedures that can be used "as-is" by the divisions or used as a "template" to develop unique procedures for the respective division. The attendees briefly reviewed the one copy of the operating procedures that was available. Doug Fuller commented that the division operating procedures addressed succession, and that the ASPRS bylaws were currently being modified to include a succession section. Doug's concern was that this section of the divisions operating procedures should not be approved prior to the revised ASPRS bylaws. John Simmers commented that the divisions operating procedures would most likely not be approved prior to the ASPRS approval of the revisions which include the succession section. John Simmers asked if the operating procedures could be used "as-is" without customization for the division. It was generally agreed that customization would not be necessary at this time, and that PPD could adopt the operating procedures "as-is".

### Strategic Plan Update

The division's strategic plan was then discussed. Director Simmers is in the process of updating the current version and plans to complete the update within the next two weeks. Copies will be emailed to Doug and Gary for their review and comment, prior to submittal to Dan Civco of the division directors committee.

### Conference Sessions

The sponsoring of special sessions for upcoming conferences was discussed next. The standards committee would like to hold a standards session or panel discussion at Denver, but feels that better preparedness will occur if they work towards presenting at Kansas City (fall 2004). Gary will provide an answer by January 2004 if the standards committee will commit to a session or panel discussion. The licensure committee will solicit input from several individuals involved in certification/licensing to determine the possibility of holding a session at Denver. The licensure committee will also consider sponsoring a licensure update session for the Baltimore conference in 2005.

### Licensure Committee Report-

Doug Fuller stated that he had not received any questions or other feedback regarding licensure activity. Terry Curtis asked about the regional licensure reports that had been solicited by the licensure committee in previous years. No report was available for this conference, but the committee will solicit the regions in early 2004 (after most states legislators are back in session), to get a current status report of licensure activity. John Simmers commented that Karen Schuckman had made several presentations regarding licensing since the Anchorage conference. Some general discussion ensued regarding state activities, the role of NCEES, and examinations for photogrammetrists. Doug commented that he would be assuming a more active role in the NCEES POLC. The PPD-Licensure Committee website should have a link to the NCEES material already posted at ASPRS.

### Standards Committee Report-

Gary Higgs briefly discussed the INCITS L1 proposal currently on the consent agenda for the 10/27 board meeting. Gary wishes to discuss the role of the standards committee with each of the other four divisions in order to determine what standards they may have, and what role the standards committee will play in the acceptance/approval/proliferation of their standards. Gary distributed a "position statement" regarding the standards committee and asked that it be reviewed and after review, he would distribute.

It was discussed that the position statement, definitions, and procedures that Gary has developed for the standards committee be developed and presented at the same time. Gary would like the standards committee to become a "funnel" for ASPRS (and other organizations) standards to propose to the national and international communities through INCITS L1. John Simmers asked Gary to send his documents to him for final review prior to the committee's final submission.

### General

It was discussed that possibly both committees could develop segment(s) for PE&RS discussing the issues currently occurring for each respective committee. Each committee chair will consider writing a couple of paragraphs, then the director will articulate for incorporation into a PE&RS column.

John Simmers asked for any other business, or for anything that had been missed or not discussed. Nothing further was mentioned resulting in the meeting adjournment at 2:30PM.