



CANADIAN INSTITUTE OF PLANNERS | INSTITUT CANADIEN DES URBANISTES

*Shaping our Communities  
Sustaining Canada's Future* || *Bâtir nos communautés  
Pour un Canada viable*



# FINAL REPORT AND RECOMMENDATION ON FELLOWS



**Note:** As a result of changes in CIP governance policy, the National/ Affiliate Membership Committee has been renamed the National Membership Standards Committee (NMSC).

On July 8 and 9, 2010 the National Membership Standards Committee met to review the draft Task Force documents developed for the Planning for the Future Project and to consider feedback received from Members, CIP and Affiliate Councils and other stakeholder groups. Based on this review, modifications were adopted to a number of proposals contained in the reports. The National Membership Standards Committee has formally endorsed these reports, as revised, as final recommendations for consideration by CIP and Affiliate Councils to guide the development of by-law revisions to be voted upon by the membership at large.

### **MODIFICATION OF THE FELLOWS REPORT**

Having considered the feedback received on the Fellows Report from Members, CIP and Affiliate Councils and other stakeholder groups including the College of Fellows, the NMSC has adopted the following modifications.

That recommendations related to Item One only (*Fellows Designation*) from the original mandate given to the Fellows Task Force group be adopted. The remaining Issues addressed within the original mandate are hereby referred to CIP Council for further review and action.

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# 1. BACKGROUND

The Canadian Institute of Planners and the Affiliate Institutes initiated a Membership Continuous Improvement Project (now Planning for the Future) to review membership standards, practices, and related policies. It had been more than twenty five years since membership standards were reviewed.

The mandate of the project is to “raise the bar” for the professions’ standards, and to continue to meet expectations of constituents. Management of the Planning for the Future Project, was delegated to the National/Affiliate Membership Committee.

In support of the Project, a Fellows Task Force was formed to address recommendations in support of improvements in the Fellows program and related activities.

The task force was charged with reviewing the following recommendations and providing a report with recommendations for consideration by the Affiliate/National Membership Committee.

- ***If RPP is accepted as the professional designation for planners in Canada, the description and initials for the Fellowship designation should be reviewed and consideration be given to using FRPP.***
- ***If the RPP is accepted as the designation for the profession, the College of Fellows should be asked to provide input on the need to change the Fellows’ designation to FRPP or stay with FCIP, and review and update criteria for becoming a Fellow.***
- ***Undertake a review of the Nomination Criteria and Procedures for the naming of Fellows to the Institute and to make recommendations for change to the policies and practices reflected in the CIP Bylaws and the National/Affiliate Membership Manual.***

The task force consisted of individuals nominated by Affiliate Councils and selected by the Affiliate/National Membership Committee together with one of the co-chairs of the A/NMC who served as chair of the task force. The group convened in Toronto in June 2009 for an all day meeting facilitated by a management consultant. Applicable comments received from affiliates, members, and the Affiliate/National Membership Committee on the previously circulated “New Horizons for the Profession” document were considered. Based on the discussions at that meeting a draft report was prepared for consideration of the task force. The draft report and proposed amendments were discussed by the task force in a conference call in November 2009. Following the conference call, a revised draft was submitted for further discussion by the task force, and was provided to the Affiliate/National Membership Committee.



## 2. ISSUES

During its deliberations, the task force considered the following issues, among others:

### *Fellows Designation*

- If Registered Professional Planner (RPP) some day becomes the standard professional designation for the planning profession, what should the Fellow designation be?
- Does the Fellows designation need a membership category or should it just be an award?

### *Organization of Fellows*

- Is it really a College of Fellows or something else?
- What should be the function and form required for the group of Fellows?
- If a group is to exist, what should it be called?
- What are the roles and responsibilities of the group?
- How will the group operate based on clear roles and responsibilities?
- Is there a need to have a Fellows representative on the CIP Council? If so, what should their role be?
- Is the relationship of CIP to the Fellows group clear?

### *Fellows Program*

- How can we make sure the process is clear, transparent and respected?
- How can we distinguish the Fellow designation from length of service or retirement awards?
- How can we educate, communicate and celebrate the importance of the designation?
- How can we further clarify the criteria in terms of what is being looked for, and ensure appropriate documentation is filed?
- Should there be limits on support from the nominee's organization?
- How can we ensure information pertaining to the program is consistent with the membership manual, By-Laws, and practice?

### *Fellows Selection Committee*

- How should the Selection Committee be constituted? Should it include persons who are not members of CIP?
- Is the relationship of CIP to the Fellows Selection Committee clear?
- Is there a need for a policy on the number of Fellow designations granted each year as a percentage of the membership?
- How can we further improve the evaluation process and the celebration of the award?

### *Recognition in the Profession*

- How can we develop an integrated CIP and Affiliates recognition program that will cover recognition awards other than fellowship?



### 3. FELLOWS DESIGNATION

The “New Horizons for the Profession Report” recommended that consideration be given to changing the Fellow designation from FCIP to FRPP. This recommendation was based on another recommendation to have Registered Professional Planner (RPP) become the designation and brand for the profession in Canada.

The report called for a task force to develop an Affiliate/Institute strategy that would provide for a coordinated approach to establishing and revising legislative and regulatory provisions to support consistency with the designation and other agreed-to national standards or legislative changes. This group has not been put in place at this time.

The recommendation to go to a FRPP designation was based on the fact that a number of professional organizations believe branding is easier when an F is put in front of a professional designation.

The Fellow designation is intended to recognize significant contributions to the profession at the national level. This designation is awarded rather than “earned” through a specified process such as a designation for competence in professional practice would be. CIP represents the profession at the national level and adding F to the CIP brand clearly identifies it as a Fellow of the Canadian Institute of Planners. At this time the RPP is not in place with all Affiliates.

#### **Recommendation 1**

*That the designation FCIP (Fellow of the Canadian Institute of Planners) or MAICU (Membre Agrégé de l’Institut canadien des urbanistes) be retained as the designation to recognize those who have met the criteria for Fellow status.*

In the CIP By-Laws “Corporate Member” means a person elected to membership in the Institute as a Member, Retired Member, Fellow, Provisional member or Student Member-and “Member” means a person elected to be a Member pursuant to the by-law.

In accordance with CIP By-Laws, an individual with a RPP or equivalent granted by an Affiliate becomes a Member of CIP and is entitled to use the appellation MCIP or MICU. A Member of CIP approved as a Fellow by the CIP is entitled to the appellation FCIP or MAICU.

In effect, a professional planner (MCIP) who is awarded Fellow status moves from the Member class to the Fellow class.

The CIP approach is different from many professional associations. All professional members are usually placed in a certified member category and are eligible to use the designation indicated. When a certified member is awarded Fellow status, they are entitled to use the Fellow designation, retain membership in the certified member category, and to use the applicable designation. When a member retires and no longer pays dues they are not able to use the certified designation, but are still able to retain the honorary award after they leave professional practice. This approach recognizes that all professionals are certified and some receive an honorary designation. A separate membership class is not essential. Among other things, it is possible to search a database and identify Fellows without having a separate membership class



## **Recommendation 2**

*That “Fellow” be removed from the corporate member classification in the by-laws of CIP and that provision be made in by-laws for the granting by CIP Council of the honorific designation “Fellow of The Canadian Institute of Planners” with the initials “FCIP” or “Membre Agrégé de l’Institut canadien des urbanistes” with the initials “MAICU”; and to provide conditions for the removal of the designation by CIP Council.*



## Appendix A – Affiliate and CIP Recognition Programs

Appendix A is provided to illustrate other current Affiliate and CIP recognition programs in place.

INSTITUTE	RECOGNITION PROGRAM
Atlantic Planners Institute	Volunteer Awards Program Student Scholarship Program
L'Ordre des Urbanistes du Québec	Membres Émérites de l'OUQ La médaille du Mérite de l'OUQ La médaille du mérite de l'Ordre des Urbanistes du Québec Le Prix Mérite du CIQ Le Prix du Mérite étudiant de l'OUQ
Ontario Professional Planners Institute	Member Service Awards Excellence in Planning Awards Student Scholarships (graduate/undergraduate)
Manitoba Professional Planners Institute	Thomas B. Yauk Student Fellowship (in process)
Association of Professional Community Planners of Saskatchewan	Fraser Gratell Awards
Alberta Association of the Canadian Institute of Planners	AACIP Volunteer Program AACIP Awards for Planning Excellence and Merit
Planning Institute of British Columbia	Planner of the Year Award Volunteer Recognition Program
Canadian Institute of Planners	Fellow of the Canadian Institute of Planners President's Awards Awards for Planning Excellence Vision in Planning Awards Plan Canada Awards Student Scholarships Student Awards for Academic Excellence

