POLICY COMMITTEE WORKPLAN
Higher Education Committee
2013 – 2014
Bob Freitag and Warren Campbell

1.0 Overview

The primary mission of the Higher Education Committee is...

Whereas, floodplain and flood risk management courses are taught in only a few institutions of higher learning, there is no known Floodplain Management degree curriculum at any institution of higher learning, and flood damages and costs are increasing worldwide; and

Whereas, floodplains are considered natural capital providing a host of goods and services; and

Whereas, most universities teach many floodplain management related courses, that reside in many independent departments and degree programs without significant coordination of programs which should be multidisciplinary, interdepartmental, and comprehensive: and

Whereas, more than 21,900 communities participate in the National Flood Insurance Program and by Federal Law must designate a floodplain administrator, and where there are currently some 8,000 Certified Floodplain Managers nationwide and a large private sector involvement in floodplain and flood risk management; and

Whereas, flood risk management encompasses a body of knowledge, has a viable national professional organization, chapters, and a reliable and valid certification program that all meet the criteria of a profession; and

Whereas, the creation of a flood risk management degree will serve to enhance the status and satisfy the need of the flood risk management profession in having undergraduate and graduate degrees; and (Goals)

1. NOW, THEREFORE be it resolved that the ASFPM fully supports the creation of a standing committee with the goal of encouraging and enabling the development of flood risk management degree programs at institutions of higher learning to include 2 year associates degrees, minors, 4-year bachelor's degrees, and graduate degrees, including doctoral programs; and

2. BE IF FURTHER RESOLVED that the ASFPM Board directs the standing committee to work with partner agencies to actively promote the increase of existing flood risk management curriculum within institutions of higher learning already engaged in teaching flood risk management courses, and

3. BE IT FURTHER RESOLVED that the ASFPM Board directs the standing committee to seek out opportunities within other disciplines, such as Planning and Emergency Management, to promote flood risk management courses within their current curriculum structure.

Committee co-chairs:
Warren Campbell
Bob Freitag

Liaisons:
Education and Outreach - Jen Marcy
Others to be assigned

Active members:

Higher Education Committee Membership

Attending	Name	Address	Role
X	Bob Freitag	bfreitag@mindspring.com	Co-chair
X	Dave Carlton	David.Carlton@atkinsglobal.com	Member
	Diane Calhoun	dcalhouncfm@gmail.com	Member
X	Heidi Carlin	heidi.carlin@urs.com	Member
X	Ingrid Danler	ingrid@floods.org	Staff
	Jessica Baker	JBaker@halff.com	Member
	Sally McConkey	sally@illinois.edu	ASFPM P
x	Terri Turner	tturner@augustaga.gov	Member
	Tom Hirt	Tom.Hirt@fema.dhs.gov	Member
	Valerie Swick	vas@mail.maricopa.gov	Member
X	Warren Campbell*	warren.campbell@wku.edu	Co-chair
	Jen Marcy	Jennifer.Marcy@atkinsglobal.com	Education and Outreach
	Wayne Blanchard	wayneblanchard@embarqmail.com	Member
X	Burrell Montz	MONTZB@ECU.EDU	Member

2.0 Task Outline

The Higher Education Committee was created in 2012 and its scope of work is evolving. Aside from maintaining a committee structure, currently there are two broad tasks. Subcommittees have been organized around each – Providing a forum for discussion among faculty and administration on new approaches to inserting floodplain management into course curriculum and developing curriculum.

2.1 Maintaining a committee structure

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1. Participate on conference Calls and Retreat
2. Attend Policy Committee Chair Meeting at the annual conference and hold an annual meeting.
3. Organize and Facilitate Regular Committee Conference Calls
4. Represent ASFPM when asked

2.2 Provide a forum

1. Provide quarterly conference calls on desired subjects…
2. Solicit topic and interested presenters
3. Expand and maintain list of faculty and administrators …

2.3 Develop / promote curriculum for all levels of instruction.

1. College courses
2. Associates degree courses
3. Undergraduate curriculum
4. Graduate curriculum
5. Doctoral and post doctoral topics

3.0 Ongoing Work Items

Task Name		Task Leader*	Approx Hrs to complete	Detailed Task Description
Maintaining Committee Structure	Conference Calls & Committee Retreat	Campbell/ Freitag	44	A co-chair or the liaison should attend all conference calls and one of co-chairs should attend the conference retreat.
	Annual Conference	Campbell/ Freitag	16	Prepare for the co-chairs meeting and the annual committee meeting. Prepare notes of annual meeting for distribution.
	Committee Conference Calls	Campbell/ Freitag	48	Organize and facilitate regular bi-monthly conference calls with active committee members (hours assume both co-chairs participating, 6 calls per year, and prep/post meeting tasks)
	Represent ASFPM when asked	Campbell/ Freitag	10- ?	Task depends on requests.
Provide Forum	Provide quarterly conference calls on desired subjects…	Freitag	40	Calls will be schedueled through ASFPM staff.
	Solicit topic and interested presenters	Freitag	20	Leader will solicit topics.
	Expand and maintain list of faculty and administrators …		15	Lead will develop and maintain lists. Lists will be provided to ASFPM staff.
Develop / Promote Curriculum	College courses	Campbell	10	Identify, review and assess existing available courses
	Associates degree courses	Campbell	**	Asseess and recommend curricula
	Undergraduate curriculum	Campbell	40	Wester Kentucky is developing degree program.
	Graduate curriculum	Freitag	40	University of Washington is developing degree program
	Doctoral and post doctoral topics	Campbell/ Freitag	**	This may spin off to a separate subcommittee. Discussion will be held with the University of Iowa.

* It is expected that new leaders will emerge during the coming year

** Tasks will probably begin in 2014 depending on interest of volunteers

4.0 2010 Work Items by major task

2.2.1

Task Title: Maintaining a committee structure	**Task Leader: Warren Campbell and Bob Freitag**
ASFPM Goal # 1	
Approximate Start/End Date: On going	**Approximate # Hrs to Complete: Ongoing**
Detailed Task Description: Leaders will participate in committee maintenance structure	
Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin) None	
Other Policy Committees/entities to Engage for this Task: Training and Education Committee	
Completion Schedule: Ongoing	
Deliverables: Understanding of committee process.	
Other Necessary Support or Resources: None	
Approximate Direct Cost to Complete: (Labor and Non-Labor) Volunteer labor == 128 hours	
Approval Process: (Does The Task Require Board Approval?) None required	
Assumptions: That ASFPM will schedule maintenance events	
Prepared by/ Date: August 8th 2013	**Approved By/ Date:**

2.2.2

Task Title: Provide Forum	**Task Leader: Bob Freitag**
ASFPM Goal # 2:	
Approximate Start/End Date: Fall of 2013 first call. --- Winter of 2013	**Approximate # Hrs to Complete: Ongoing**
Detailed Task Description: Ongoing	
Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin) None	
Other Policy Committees/entities to Engage for this Task: Training and Education Committee	
Completion Schedule: Ongoing	
Deliverables: **1. Quarterly conference calls on desired subjects…** **2. Identified Topics and presenters** **3. List of faculty and administrators**	
Other Necessary Support or Resources: None	
Approximate Direct Cost to Complete: (Labor and Non-Labor) Volunteer labor – 75 hours	
Approval Process: (Does The Task Require Board Approval?) Non required	
Assumptions: That ASFPM will support conference calls	
Prepared by/ Date: August 29, 2013	**Approved By/ Date:**

2.2.3

2.3 Develop / promote curriculum for all levels of instruction.

1. College courses
2. Associates degree courses
3. Undergraduate curriculum
4. Graduate curriculum
5. Doctoral and post doctoral topics

Task Title: Develop Curriculum	**Task Leader:** Warren Campbell
ASFPM Goal # 3	
Approximate Start/End Date: Fall of 2013 – Fall of 2014	**Approximate # Hrs to Complete:** 90 (this does not include sub items 2 and 5 below)
Detailed Task Description: Develop / promote curriculum for all levels of instruction. 1. College courses 2. Associates degree courses 3. Undergraduate curriculum 4. Graduate curriculum 5. Doctoral and post doctoral topics	
Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin) None	
Other Policy Committees/entities to Engage for this Task: Training and Education Committee and CBOR	
Completion Schedule: Develop / promote curriculum for all levels of instruction. 1. College courses -- 2014 2. Associates degree courses -- 2015 3. Undergraduate curriculum -- 2014 4. Graduate curriculum - 2014 5. Doctoral and post doctoral topics -- 2015	
Deliverables: **I** Develop / promote curriculum for all levels of instruction. 1. College courses – list of courses with assessment 2. Associates degree courses -- curriculum 3. Undergraduate curriculum -- curriculum	

4. Graduate curriculum -- curriculum 5. Doctoral and post doctoral topics - lists of topic and subject matter experts.	
Other Necessary Support or Resources: None	
Approximate Direct Cost to Complete: (Labor and Non-Labor) Volunteer labor -- 90 for 2013 tasks	
Approval Process: (Does The Task Require Board Approval?) Curriculum will need board input, but maybe not approval	
Assumptions: None	
Prepared by/ Date: August 8, 2013	**Approved By/ Date:**