

2008 Southern NE Planning
Conference

Call for Presentations

Certification Maintenance (CM) Checklist

This information must be submitted with your
Session proposal to be considered for CM credit!

Please call or email Pam Sherrill, AICP, RIAPA Professional Development Officer, with any CM questions at Pare Corporation, 401 334-4100, psherrill@parecorp.com

Please submit to rgroch@cityofeastprov.com with your Presentation Proposal by March 28, 2008.

Instructors' Biographies, including current professional title and notable achievements that indicate required level of expertise	
Description of how the activity meets the 9 CM criteria (approx. 300 words)	
<ul style="list-style-type: none"> o Are designed to meet a specific planning-related training objective 	
<ul style="list-style-type: none"> o Are designed to teach subject matter appropriate in depth and scope and at a level beyond a planner with at least two years of professional planning experience 	
<ul style="list-style-type: none"> o Are led by one or more experts on the subject. (An expert is a professional who has made a contribution to the profession through practice, teaching, research, or publications; completed works that proclaim individuality and mastery of the principles of planning taught; and whose work demonstrates outstanding quality and professionalism.) 	
<ul style="list-style-type: none"> o Are non-promotional in nature 	
<ul style="list-style-type: none"> o Address demonstrated educational needs 	
<ul style="list-style-type: none"> o Communicate a clearly identified educational purpose or objective 	
<ul style="list-style-type: none"> o Use learning methodologies and formats that are appropriate to the activity's educational purpose or objectives 	
<ul style="list-style-type: none"> o Use evaluation mechanisms to assess an activity's quality and relevance to its purpose or objectives 	<i>To be handled by conference administration</i>
<ul style="list-style-type: none"> o Include a mechanism of recording attendance of each AICP member 	<i>To be handled by conference administration</i>