

CRP Student Handbook

**DEPARTMENT OF COMMUNITY AND REGIONAL PLANNING
COLLEGE OF DESIGN
IOWA STATE UNIVERSITY**

Revised 2008

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INTRODUCTION

This Undergraduate Student Handbook is intended to help students in the Department of Community and Regional Planning. It should be used as a **supplement** to the [Iowa State University Catalog](#). Much information contained in the ISU Catalog is not repeated in the guide. Whenever you need information regarding policies and procedures, refer to one of these publications or contact your advisor or Department chair.

About Planning

Planning is a profession that is dedicated to helping society manage change. Planners help to evaluate and seize opportunities and to understand and solve problems. Most planners work at the local level, but they are concerned with issues that affect the world — the preservation and enhancement of the quality of life in a community, the protection of the environment, the promotion of equitable economic opportunity, and the management of growth and change of all kinds. Planning has its roots in engineering, law, architecture, landscape architecture, social welfare, and government reform, but most contemporary planners are trained in the social sciences so that they can understand the society and the economy in which planning functions and in which plans must be implemented. Although many planners today combine design and people skills, many planners emphasize the social and economic aspects of planning in their education and in their work. Planning is people-oriented as much as it is future-oriented.

Planning at Iowa State University

ISU's Department of Community and Regional Planning is one of the nation's largest and oldest planning programs, with courses dating back to 1921. Our program is one of only 14 accredited undergraduate planning programs in the United States. You will learn in the classroom and in the field, led through the process by faculty who are equally at home with the classroom theory and the real-world practice of planning. You also will choose an area of concentration within the planning program. These areas include transportation planning and land use, housing and social planning, community economic development and environmental planning and design. The program is also structured to help permit you to design your own area of concentration to meet your professional goals. You are encouraged to select and discuss your area of concentration with your advisor as early as possible.

STUDENT/ADVISOR RESPONSIBILITIES

Iowa State University's academic advising program strives to enhance the student's intellectual and personal growth, to sharpen the student's decision-making skills, and to integrate the student's academic and future career plans. Each student in the department is assigned an advisor, and most faculty post their schedules in front of their offices. A student may request to change his/her advisor by consulting the student services office at 297 Design. If this request is repeated, he/she needs to consult with the chair of the department.

Student Responsibilities

Students are responsible for articulating their educational and career goals and making plans to attain them. To do this, students are accountable for the following:

- Knowing university policies and procedures with respect to registration and schedule changes, and carrying out these procedures.
- Asking your advisor for assistance during your advisor's posted office hours. When that isn't possible, you are responsible for arranging a time to meet with your advisor.
- Assuring the accuracy of your schedule and making sure that the printed schedule is correct after schedule changes have been made.
- Knowing the requirements for the CRP degree and planning your semester schedules to meet those requirements.
- Monitoring the accuracy of your degree audit.
- Submitting the required ISU graduation application form at the beginning of your last semester of classes.

Faculty Advisor Responsibilities

Faculty advisors assist students in formulating realistic educational and professional goals and in attaining them. To do this, faculty advisors are expected to do the following:

- Be available to consult with advisees during each advising/registration period. During the advising appointment, advisors discuss courses with students, keep a record of this in the student's file, and then give each student the RAN number required to use the AccessPlus registration system.
- Provide information about the requirements for the CRP degree.
- Provide guidance in the student's selection of required courses and electives that relate to the student's interests.
- Assist each student in monitoring the accuracy of the degree audit and notify the department if corrections to the audit need to be made, including the expected semester of graduation. The Course Changes form was designed for this purpose.
- Assist students when personal problems interfere with academic responsibilities. Refer students to appropriate college and university resources, such as the Dean of Students office, Student Counseling Service, Tutoring Service, Student Employment and Financial

Aid Office, Department of Residence, Student Health Service, and Department of Public Safety.

PLEASE NOTE: Dates for advising and registration are included in the University Calendar, the ISU Phone Directory, the Schedule of Classes, Access Plus, and are posted on departmental bulletin boards. Consult [*Iowa State University Catalog*](#) for specific steps in the registration process.

ACADEMIC PROCEDURES

Registration

Registration is the process of officially becoming enrolled in the university for a given term. Students may register for classes over the web through AccessPlus.

To register over the web, students must go to the Access Plus page on the ISU web site at <http://accessplus.iastate.edu/>. Choose your preferred method of log-in and enter the personal access number you chose when you received your ISUCard. After logging in, select Register for Classes. Then, you enter the four-digit registration access number that you receive from your advisor. The AccessPlus system also allows you to see up to date information on course offerings.

To successfully register, follow these steps:

1. Visit the departmental office and pick up your degree audit.
2. Verify the accuracy of your degree audit.
3. Check out the Schedule of Classes online at <http://classes.iastate.edu>
4. Develop a preliminary class schedule based on class offerings and times.
5. Arrange a time to see your advisor and discuss what classes you wish to take.
6. Receive a registration worksheet and registration authorization form from your advisor. The registration authorization form includes your registration access number (RAN) and the day and time on which you can begin registration.
7. Clear any holds on your registration that may apply.
8. Register for classes using AccessPlus.

Schedule Changes

For specific dates related to adds and drops of courses, see the current schedule of classes. The semester is broken into three periods, with the following rules applying to each period

Period I: through the fifth day of classes. Adds/drops may be processed by AccessPlus or on an Add/Drop Slip. Drops do not count against the drop limit. Adds or Drops do not require any signatures--unless a course is full or it is designated that instructor permission is required.

Period II: ends the third Friday after the day midterm grades are due (see date in current schedule of classes). Drops and Adds must be done on an Add/Drop Slip. Signatures of instructor and advisor are required and in some instances, college approval is needed. Drops count against drop limit. A \$5 fee is charged to process the Add/Drop slip.

Period III: after the drop deadline through the end of the semester. Schedule changes will be approved only for extenuating circumstances as approved by the College Academic Standards Committee. Petition forms to process a late drop can be obtained in 146 Design.

For general information on registration and student scheduling, contact the Registrar's Office, 10 Alumni Hall (4-2331). For specific college policies on late adds and drops, contact your college student services office.

Enrollment Validation

After registration you must validate your enrollment in each course. This means that you must attend one of the first two class meetings of a course after enrolled, or contact the instructor in the event of an emergency. If you do not validate your enrollment in this manner, you must drop the course if so directed by the instructor. **You must initiate the drop yourself; you will not be automatically dropped from the course if you fail to attend.**

Withdrawal from the University

Registration for classes can be canceled by calling or writing the Registrar's Office (214 Alumni Hall, 294-1840) if classes have not begun. Registration must be canceled by the Friday before classes start or you will be assessed fees. A "Request for Withdrawal" form must be processed to cancel registration once classes have begun. The withdrawal form is available in 146 Design or 297 Design and must be signed by both your advisor and the Student Services Coordinator (297 Design). In general, more tuition is owed to the University the longer the semester elapsed time to withdrawal. See the current schedule of classes for the tuition adjustment schedule.

For more information on withdrawing from the university, refer to the [Iowa State University Catalog](#) or contact the Student Services office in 297 Design.

Reentry

Students who have been absent from the University for twelve months or more must fill out a reentry form. These forms are available from the Office of the Registrar at 210 Alumni Hall, 294-1840. Returning students are encouraged to complete the reentry form well in advance so as they can register for classes during the appropriate registration period. Returning International students must also complete an updated information sheet for International students detailing their financial support for visa purposes.

Drop Limit

Students at Iowa State are limited in the number of courses they may drop in their undergraduate careers. Entering freshmen are allowed five course drops. Courses dropped during the first week of classes do not count against the drop limit. Students entering at or above the sophomore level are allowed four drops.

Audit

To audit a course means to enroll in the course without receiving credit for it. The instructor must approve all audits and students must register for audits by day 10 of the semester. Students are assessed fees as though they are taking it for credits, but it does not count toward full-time status. Changing a course from credit to audit requires dropping the course and then adding it as an audit. If this occurs after day 5 of the semester, it *does* count against the student's drop limit.

Repeating a Course

Grades in all courses attempted remain on a student's permanent record. If a course is repeated under the designated repeat option only the second grade will be used to compute the cumulative GPA. In the following cases a designated repeat form must be completed and submitted to the Registrar: 1) the credit and/or course number has changed; 2) more than three semesters in residence have elapsed since the course was previously taken. For undergraduates the repeated course option is limited to a maximum of 15 semester hours. If a student exceeds the 15-hour limit, courses may be repeated, but both grades will be used in computing the GPA.

Pass/Not Pass

Up to nine hours of unrestricted electives can be taken under the pass/not pass system of grading. Students who have earned 40 hours and are not on temporary enrollment are eligible to take courses pass/not pass. The deadline for changing to or from pass/not pass in a course is the drop deadline. See the current schedule of classes for regulations and dates related to pass/not pass grading. **Any CRP or required courses completed under the pass/not pass system cannot be used for degree requirements in CRP. All CRP and required courses must be taken for a grade.**

AccessPlus does not allow courses to be added on pass/not pass basis. After registration, courses can be changed to pass/not pass system. See your advisor to initiate such a change.

Transfer Credits

Credits taken at another institution are initially evaluated by the Office of Admission in order to determine whether such credits are acceptable for credits at Iowa State. The Department of Community and Regional Planning will determine which transfer credits satisfy the requirements of the degree program. The department will follow the same procedure for student transfers from within the University. The last thirty-two credit hours prior to graduation must be completed at Iowa State. In cases of unusual circumstances these requirements will be waived if **prior approval is received from the advisor, chair of the Department, Dean of the College, and the Office of Admissions.**

Transfer credits from other institutions have no impact upon Iowa State cumulative grade point.

Classification

Classification is determined by the number of credits completed:

Freshman	0-29 credits completed
Sophomore	30-59 credits completed
Junior	60-89 credits completed
Senior	90 credits completed

Calculating Grade Point Average

If you are unsure how to calculate your semester or cumulative grade point average, visit the Office of the Registrar's web site at <http://www.public.iastate.edu/~registrar/gpa-calc/gpaCalculator.html>.

Unsatisfactory Academic Progress

For complete information concerning temporary enrollment (TE), academic drops and reinstatement see the current [Iowa State University Catalog](#), your advisor, or Students Services in 297 Design. If you are placed on TE or are dropped academically, you will be notified by mail by a representative of the Academic Standards Committee of the College of Design. In the event you are dropped, you will be notified of the procedures required to seek reinstatement. It is **essential** that this procedure be followed before you will be considered for readmission.

Honors Program

The [Honors Program](#) is meant to stimulate the high ability student and to allow the development of an individualized program of study. The individualized program can provide a wider range of subjects and encourage the exploration of certain subjects in greater depth.

Students who graduate in the Honors Program will complete a self-directed independent project within the final year. Students are also required to enroll in one honors seminar each year as well as honors courses. Students may apply for membership in the Honors Program after completing one semester at Iowa State, as long as 48 hours remain before graduation. The student is expected to have a GPA of at least 3.35. The College Honors Program is administered separately from the Freshman Honors Program. For additional information on the program, contact the department chair or your advisor.

Graduation

It is recommended that students make an appointment with the department's Academic Advisor in the semester prior to when they are planning to graduate, to discuss graduation requirements. Prospective graduates are responsible for indicating intent to graduate with your advisor one year prior to graduation. **During the semester of graduation:** The student needs to complete an "Undergraduate Application for Graduation," downloadable from <http://www.iastate.edu/~registrar/forms/gradapp.pdf>. If the degree audit is complete, the student and advisor will be notified in approximately four weeks that upon completion of current courses, degree requirements will be met. If the degree audit needs further clarification, the student and advisor will be notified. The student is responsible for following instructions on this form and filing the graduation application with the Office of the Registrar in 10 Alumni Hall. Questions regarding graduation procedures should be directed to the Graduation Office, 10 Alumni Hall, 294-9372.

Major / Curriculum changes

If you want to change curricula, first explore the specifics of the programs in which you might be interested so you can be clear about the new requirements. The actual procedure begins with your current advisor, who fills out the Change of Primary Major/Curriculum form and attaches the student file. If you are transferring out of the college, pick up your college file from the Student Services office and then check into the new college and department. If you are remaining in the college, you may skip over the two boxes on the form for college signatures and go directly to the new department office.

Minors

Academic minors provide you with additional knowledge and experience beyond your CRP major. A minor is not required for the CRP degree, but it can be an asset in preparing for your

career. It gives you something special to contribute to an office and offer to a potential employer when interviewing for jobs. It can help distinguish you from other job candidates who have a similar academic background. In fact, it's such a good idea that some advisors suggest that every student should have a minor – either an “official” minor or an “unofficial” minor.

Official Minor. An “official” minor is one that you declare. You must follow the requirements that the other department has set for the minor. This usually involves several required courses and several electives, with a total of at least 15 credits. An “official” minor appears on degree audit forms, usually as area 8; then free electives are listed in area 9. An “official” minor also appears on your transcript but not on your diploma.

Unofficial Minor. An “unofficial” minor is one that doesn't fit into a single declared minor. Examples include behavioral design, urban design, outdoor recreation, geographic information systems, historic preservation, outdoor learning and interpretation, and cultural landscape management. “Unofficial” minors are very flexible. They don't have course requirements or credit requirements. They don't appear on either your transcript or diploma. However, they can appear on your resume and in your job letters as an “area of concentration” or expertise that you have.

Declaring a Minor. If you are considering a minor, check the ISU Catalog for credit and course requirements. The Request for Minor form asks for a list of the courses to be taken for the minor, so you should consult with an academic advisor in the minor department, who also signs the form. Your advisor makes sure that courses will be marked appropriately on the degree audit, i.e., at least nine credits of the minor aren't used in any other category. The form also requires signatures from the minor college and the major college.

Multiple Curricula or Degrees

Depending on your career goals, you might consider completing another major or degree in addition to CRP. Discuss the possibilities with your advisor, and refer to the ISU Catalog for guidelines in filling out the paperwork.

Degree Audit

A degree audit is a computerized representation of the courses required to graduate in your program of study and shows many different kinds of information. Two copies of each student's degree audit are printed immediately before the pre-registration period for the following semester. One copy is for you to use in planning your schedule and keep for your records. The second copy is kept in the department office.

Use the degree audit alongside the curriculum sheet provided by the department. The categories and line numbers on the audit correspond to those on the curriculum sheet.

Changes to the audits are made in the Student Services and Programs Office, 297 Design. The advisor uses the Course Changes form to record all corrections by group and line number. Then the department chair signs it and sends it to the Student Services and Programs office for entering on the university computer system.

Check the shaded portion at the top of the degree audit:

- The date it was printed appears on the second line – make sure you have the most recent one.

- Check the lines for minor, catalog, graduation date, and advisor for accuracy.

Inspect the course listings:

- Category “A” lists courses in progress (CUR) or already taken; category “B” indicates remaining requirements in that group.
- Note that under letter “B,” when a specific number of required credits is mentioned, there is no allowance for credits already counted in that group. The same number will always appear until all required credits are accounted for.
- At the bottom is the category “Courses Not Applied to Degree Program.” Appearing here might be any course recorded with an F grade or an incomplete; any course which has been taken again as a designated repeat; junior college transfer credits above the number allowed (65); and courses which don’t count toward graduation, e.g., Math 10 and Engl. 101. Even after you have removed the incomplete or repeated a failed course, the original mark remains here on the audit.

Look over the summary information on the other side of the audit:

- To avoid repeating a command that has already been entered, read the notations appearing below the shaded box and to the left. They are a record of previously entered changes to the audit and include forced assignments, substitutions, and special notations.
- On the right side under the shaded box are data from your permanent record, reflecting grades and credits earned each semester.
- Notice the list of categories below the grade summary.
 - Drops remaining--Each student who enters as a freshman is allowed five drops; each transfer student has four. Any time you drop a course after the deadline (which can vary depending on the length of the course), a drop is subtracted from the total.
 - Designated repeat credits left--You are allowed to retake a maximum of 15 semester credits. The most recent grade replaces the earlier grade in the grade point average.
 - ISU P/NP credits--If you have earned at least 40 semester credits and aren’t on temporary enrollment, you may take a maximum of 9 Pass/Not Pass credits. These courses must be free electives, i.e., not used in any other category on the degree audit. The deadline for changing a course to P/NP is the same as the drop deadline each semester. The purpose of the P/NP grading system is to encourage you to broaden your education by taking courses outside the usual program of study.
 - Transfer credits, 300+ transfer credits, and 300+ ISU credits--These are categories that are tracked for various reasons. Some curricula, for example, require a certain number of courses above the 300 level.
 - Deficient quality points--This number shows how far below a 2.00 cumulative grade point average you are. That number is used in determining whether you are on temporary enrollment.
 - English proficiency certified--This special notation appears when your advisor indicates that you have met the college’s minimum standard in the two required First-Year English courses, Engl. 104 and 105. (See “Special Certifications” below.)
 - US Diversity/International Perspectives requirements certified--These special notations appear when your advisor indicates that you have taken a course in each area from the appropriate departmental lists. (See “Special Certifications” below.)

Special Certifications

The form Special Certifications is used to record completion of three categories: English Proficiency, US Diversity, and International Perspectives. Advisors fill out one form for each student and send it to the Student Services Office **only after requirements for all three categories have been met**. In other words, **do not fill out two or three forms for one student**.

English Proficiency. The college requires you to earn a C- or better in Engl. 104 and in Engl. 105. Once those grades are established, the advisor fills out the appropriate box on the Special Certifications form, gets the department chair's signature, and sends it to the Student Services office. If you are placed directly into Engl. 105 and earn a grade of C or better, you'll automatically receive test-out credit in Engl. 104. That qualifies you to receive certification in English proficiency.

US Diversity. The focus of this requirement is the multicultural society of the United States, providing you with insights that enhance your understanding of diversity among people in this country. All undergraduate students must pass three credits of course work in this area.***

International Perspectives. The focus of this requirement is the global community, promoting students' understanding of cultural diversity and interdependence on a global scale. Study abroad experiences also satisfy these objectives. International students, because they are already "studying abroad," normally are recognized as having met this requirement. All undergraduate students must pass three credits of course work in this area.***

***These credits might also be used to fulfill general education or CRP program requirements, depending on the course chosen; they are not intended to be added to the number of overall credits needed to graduate.

Internships

Internships provide you with quality work experience before you graduate. Actually, it's not necessary that it be called an "internship." The most important thing is that it's a quality work experience you can use to put your studio skills and concepts into practice, make additional coursework more meaningful, help refine your career goals, and gain a comparative advantage in job hunting.

The term "internship" implies guidance and direct supervision by a CRP professional. That's true of any quality work experience before you graduate. Other aspects of a quality work experience include increased responsibility, self-reliance, the opportunity to work on a variety of projects with a variety of people, and the production of portfolio-quality materials.

If you are interested in an internship or other quality work experiences, keep in touch with the department's Internship Coordinator, the Career Services coordinator, and your adviser. CRP 330 is a course that you can enroll in to get formal academic recognition of an internship, i.e. it shows up on your transcript. Internship experience is highly recommended but is not required. You need to gain approval for an internship by contacting the chair of the department in room 146. Forms for internships are available in the CRP office, and it is your responsibility if you desire to pursue it.

Student Organizations

American Planning Association (APA) Student Chapter

The undergraduate students in the department have their own professional organization, the Community and Regional Planning Club. You can find additional information about the CRP Club at <http://www.stuorg.iastate.edu/planning/>. You are encouraged to join and become an active member. They elect officers each year, and represent the students in all department meetings. In addition, they organize a number of activities each semester, including:

- Promoting students/faculty interactions beyond the academic environment.
- Providing awareness of our national professional organization, the American Planning Association (APA). Many students join APA, and they pay reduced students fees.
- Promoting the department through active participation in the Design Council, Government of Student Body, or programs such as VEISHEA, Homecoming, Focus, etc.
- Organizing the participation of students in the national and state annual meetings of APA.

Many students join the American Planning Association, our national professional organization. Download a membership form at the APA web site: www.planning.org. The chair of the department needs to certify that you are a full-time student.

Design Council

The Design Council is an interdepartmental organization that represents all students in the College of Design. A representative from each departmental club is present at all meetings,

which are open to all students and faculty from the College of Design. The Council encourages communication and interaction between the various majors in the College, and serves as a liaison between students and the College of Design administration. It also disperses funds to promote College activities.

AWARDS AND SCHOLARSHIPS

Each April the College of Design recognizes those students who have displayed excellent academic performance at the Annual Awards Day. The Department of Community and Regional Planning usually presents one award and three scholarships. To learn more about these awards and scholarships, visit the departmental secretary in room 146 Design or visit the College of Design web site: <http://www.design.iastate.edu/>.

AICP Outstanding Undergraduate of the Year Award

The AICP Outstanding Undergraduate of the Year is presented to a senior in the Department of Community and Regional Planning who has displayed outstanding academic achievement and professional potential. There is no application process for this award; the CRP faculty vote on a list of qualified students each March.

Marvin R. Springer Scholarship

The Marvin R. Springer Scholarship is awarded annually to an incoming freshman based on academic achievement, need and service. The award is \$1,000 and is renewable each subsequent year in the program upon maintenance of normal progress and sustained GPA (up to four years). The recipients will be designated “Marvin R. Springer Scholars” in their departments.

William A. Malone Scholarship

The William A. Malone Scholarship is a \$500 award presented to a prospective senior in the Department of Community and Regional Planning based on academic achievement. There is no application process for this award; the CRP faculty vote on a list of qualified students each March.

Murray B. Weir Scholarship

The Murray B. Weir Scholarship is a \$500 award presented annually to a CRP undergraduate or graduate student. Selection is based on financial need, academic achievement, and professional potential. You must complete an application (available on-line) by March 1st.

STUDENT SERVICES

Design Career Services

297 Design <http://www.design.iastate.edu/CAREER/> 294-0735

The Career Services Office offers educational programs and services to assist students in internship and job searches. Internship and employment opportunities are available on the Iowa State University Career Management Services website. All employers are asked to post their positions on this website.

Design Student Services

297 Design <http://www.design.iastate.edu/SS/index.php> 294-6983

The Design Student Services Office processes forms such as add/drop slips, withdrawals, and curriculum changes; enforces the college's academic standards; maintains student records for the college; and coordinates orientation programs for new students.

Office of the Registrar

214 Alumni Hall <http://www.public.iastate.edu/~registrar/> 294-1840

The Office of the Registrar maintains student records. When in need of an official transcript, make such a request to this office. Changes in either name or address should be reported to this office.

The AccessPlus System is maintained by the Registrar's Office. AccessPlus houses numerous resources, among which are the capabilities to access student schedules, unofficial transcripts, and the ability to change student addresses. You can log in to AccessPlus by using this link: <https://accessplus.iastate.edu/frontdoor/login.jsp>.

Student Employment Center

0640 Beardshear Hall 294-JOBS

The Student Employment Center knows how important a part-time job can be to help pay expenses while students are enrolled. Students are encouraged to use the online Job Board accessed through AccessPlus. Here listings are maintained for both on and off campus positions and are updated regularly.

Financial Aid

0210 Beardshear <http://www.financialaid.iastate.edu/> 294-2223

The Office of Student Financial Aid administers financial aid programs and counsels students in planning individual strategies to meet college costs. The office assists students in locating part-time employment and provides information on loans, scholarships, and grants.

Academic Success Center

1060 Hixson-Lied Center

<http://www.dso.iastate.edu/asc/>

294-6624

Students in need of either short or long term tutoring assistance are urged to contact the Academic Success Center. Tutoring Services, a unit of the Academic Success Center, helps students contact qualified tutors. Tutoring is usually done on a small group basis, but in unusual circumstances, individual tutoring can be arranged. Generally, students are charged with a nominal administrative fee and then an additional hourly fee for the tutoring services. These fees are billed directly to your U-Bill. Financial aid may be available for students unable to pay the fee.

Student Counseling Service

Student Services Building

<http://www.public.iastate.edu/~stdtcouns/>

294-5056

The general goal of the Student Counseling Service is to assist students in acquiring the skills, attitudes, abilities, and knowledge necessary to prepare for life. To meet this goal a professional staff helps students sort through their feelings, strengths, and options to develop new perspectives and coping skills. Trained counselors are available to work with students who are having difficulty with such concerns as curriculum choice, career goals, social and personal adjustment, substance abuse, and depression. Services are offered at no charge to Iowa State students and are strictly confidential. Students are urged to stop and visit with a counselor at the Student Counseling Service (third floor of Student Services Building) if they have concerns related to any of these matters.

CURRICULUM IN COMMUNITY AND REGIONAL PLANNING

Areas of concentration include transportation planning and land use, housing and social planning, community economic development, computer applications in planning and GIS, and environmental planning and design. (Suggested templates follow curriculum requirements.)

CR.	DEGREE REQUIREMENTS
12.5	Communications English 150, English 250, English 309 or 314, Lib 160, Speech 212
9	Humanities See ISU Catalog for a list of approved classes.
7	Mathematics Stat 101 and any 3 credit Math class
6	Natural Sciences See ISU Catalog for a list of approved classes.
18	Social Sciences Econ 101 or 102, Pol S 215, Soc 134, See ISU Catalog for a list of other approved classes.
11.5	Design Core Dsn S 102, 115, 131,183
28	CRP Core CRP 253, 272, 274, 332, 383, 391, 432, 492, 494, 498
12	Planning Electives (choose 4) CRP 416, 417, 425, 429, 435, 442, 445, 455, 481, 484, 491, C E 350
11	Other Community and Regional Planning Courses
14	General Electives
129	Total Credits Required

CRP Curriculum Guide

The Department of Community and Regional Planning offers a four-year undergraduate program leading to a Bachelor of Science in Community and Regional Planning. Entry into professional program takes place in two ways: successful completion of the Design Core, or transfer from another curricula or accredited institution.

Communications: 12.5 Credit Hours

___ English 150 – First Year Composition (3 cr.)	F, S, SS
___ English 250 – Second Year Composition (3 cr.)	F, S, SS
___ English 309 or 314 (3 cr.)	F, S, SS
___ Speech 212 – Fundamentals of Public Speaking (3 cr.)	F, S, SS
___ Library 160 – Library Instruction (0.5 cr.)	F, S, SS

Mathematics: 7 Credit Hours

___ Math (3 cr.) – Select any math course	
___ Stat 101 – Principles of Statistics (4 cr.)	F, S, SS

Natural Sciences: 6 Credit Hours

Go to www.iastate.edu/~catalog/2005-07/curric/design for a list of approved classes

Humanities: 9 Credit Hours

Go to www.iastate.edu/~catalog/2005-07/curric/design for a list of approved classes

Social Sciences: 18 Credit Hours

Go to www.iastate.edu/~catalog/2005-07/curric/design for a list of approved classes

___ Econ 101 – Principles of Microeconomics (3 cr.)	OR	___ Econ 102 – Principles of Macroeconomics (3 cr.)
___ Soc 134 – Introduction to Sociology (3 cr.)		
___ Pol S 215 – Introduction to American Government (3 cr.)		

The following items can be dual listed in the areas of Communications, Mathematics, Natural Sciences, Humanities, or Social Sciences:

International Perspective: 3 Credit Hours

Go to <http://www.iastate.edu/~registrar/courses/div-ip-guide.html> for a list of approved classes.

US Diversity: 3 Credit Hours

Go to <http://www.iastate.edu/~registrar/courses/div-ip-guide.html> for a list of approved classes.

300+ Level Classes: 6 Credit Hours

In the areas of Communication, Mathematics, Natural Sciences, Humanities, or Social Sciences

Design Core: 11.5 Credit Hours

- ___ Dsn S 102 – Design Studio I (4 cr.) F, S
- ___ Dsn S 115 – Design Collaborative Seminar I (.5cr) F
- ___ Dsn S 131 – Design Representation (4 cr.) F, S
- ___ Dsn S 183 – Design Cultures (3 cr.) F, S

Community and Regional Planning: Core 28 Credit Hours

- ___ C R P 253 – Survey of Community and Regional Planning (3 cr.) F
- ___ C R P 272 – Planning Analysis and Techniques (3 cr.) F
- ___ C R P 274 – Planning Analysis and Techniques II (3 cr.) S
- ___ C R P 332 – Community Planning Studio I (4 cr.)
F
- ___ C R P 383 – Theory of the Planning Process (3 cr.) S
- ___ C R P 391 – Field Travel (1-2 cr.) F, S, SS
- ___ C R P 432 – Community Planning Studio II (4 cr.) F, S, SS
- ___ C R P 492 – Planning Law, Administration and Implementation (3 cr.) F
- ___ C R P 494 – Senior Seminar in Planning (credits vary) F, S, SS
- ___ C R P 498 – Portfolio Development and Review (1 cr.) F, S

Core Planning Elective: 12 Credit Hours (choose 4 from the following)

- ___ C R P 416 – Urban Design and Practice (6 cr.) or DSN S 446 (6 cr.) with Permission by Advisor S
- ___ C R P 417 – Urban Revitalization (3 cr.)
Alt. S
- ___ C R P 425 – Growth Management (3 cr.) F
- ___ C R P 429 – International Planning (3 cr.) S
- ___ C R P 435 – Planning in Small Towns (3 cr.) Alt. F
- ___ C R P 442 – Site Development (3 cr.) Alt. S
- ___ C R P 445 – Transportation Policy Planning (3 cr.) F
- ___ C R P 455 – Community Economic Development (3 cr.) Alt. F
- ___ C R P 481 – Regional and State Planning (3 cr.) Alt. S
- ___ C R P 484 – Sustainable Communities (3 cr.) Alt. S
- ___ C R P 491 – Environmental Law and Planning (3 cr.) S
- ___ C E 350 – Introduction to Transportation Planning (3 cr.) S

Other Community and Regional Planning Courses: 11 Credit Hours

Options: Other Community and Regional Planning Courses from Core Planning Elective section, or another academic area of interest that connects to Community and Regional Planning.

General Electives: 14 Semester Credit Hours (select from ANY department)

Course Flow Recommendation:

1 st	Design Core	Design Core
2 nd	CRP 253 CRP 272 STAT 101	CRP 274
3 rd	CRP 332	CRP 383 CRP 391 Core Planning Electives Selection(s) Other Planning/Planning Related Electives
4 th	CRP 492 Core Planning Electives Selection(s) Other Planning/Planning Related Electives	CRP 432 (4) CRP 498 (1) Core Planning Electives Selection(s)

	Other Planning/Planning Related Electives
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CRP FACULTY AND STAFF

CRP Directory

Name	Office	Phone	E-mail	Research Interests
Carlton Basmajian, Assistant Professor	578 Design	294-6942	TBD	development and implementation of environmental and transportation policy by looking specifically at the role of regional planning agencies as the essential bridge between federal, state, and local governments
Tim Borich, Associate Professor	126 Design	294-8707	borich@iastate.edu	community, rural, economic and leadership development, multi-community collaboration, public policy, rural sociology, complex organizations
Susan Bradbury, Associate Professor	399 Design	294-8720	bradbury@iastate.edu	economic development, transportation
Tara Lynne Clapp, Assistant Professor	377 Design	294-7759	tlclapp@iastate.edu	environmental planning and policy, land use and growth management, planning history and theory, research methods, gender and environment
Paul Coates, Associate Professor	Research Park	294-1844	paulc@iastate.edu	local government financial management, governmental structure and management, governmental performance measurement, community performance indicators, citizen participation
Malinda Cooper, Academic Advisor	291 Design	294-3680	macooper@iastate.edu	
Mônica Haddad, Assistant Professor	583 Design	294-8979	haddad@iastate.edu	GIS, human development, social equity issues and public investments, regional policies
Jodi Hilleman, Administrative Specialist	146 Design	294-5677	jhillema@iastate.edu	

Doug Johnston, Professor and Chair	146 Design	294-8958	dmjohnst@iastate.edu	Environmental planning, water resources, GIS, design
Bobbi Jo Kruckenberg, Secretary	146 Design	294-8958	bobbik@iastate.edu	
Riad Mahayni, Professor	592 Design	294-8524	rmahayni@iastate.edu	planning methods & theory, decision making, transportation & regional planning, planning in developing countries
Francis Owusu, Associate Professor	585 Design	294-7769	fowusu@iastate.edu	community economic development, environmental planning, planning methods, GIS, sustainable development, smart growth, third world development, planning policy
Gerardo Sandoval, Assistant Professor	577 Design	294-6764	gsando@iastate.edu	intersection of economic & community development in immigrant, rural, and inner-city neighborhoods, with special focus on relationships between immigrant neighborhoods and planning institutions
Dave Swenson, Adjunct Assistant Professor	177 Heady	294-7458	dswenson@iastate.edu	Community/regional economic analysis, economic input studies, public finance and tax policy, community change and worker mobility issues, public program and project evaluation
Gary Taylor, Assistant Professor	286 Design	294-2973	gtaylor@iastate.edu	land use law, state and local regulation of the development process, state/local fiscal relationships, intergovernmental cooperation and contracting, mediation of land-use disputes
Ferruccio Trabalzi, Assistant Professor	376 Design	294-8393	trabalzi@iastate.edu	local/regional international development, local food production and markets, promoting design practice that is supportive of inclusion, justice & identity