

ACADEMIC PLANNING COMMITTEE
REVISED APPROVED MINUTES
April 13, 2005

Members Present

Barbara Couture
Craig J. Eckhardt
Matthew C. Hansen

Jeffrey F. Keown
Richard M. Kettler
Deborah W. Minter

Nancy Mitchell
William J. Nunez
Prem Paul

Members Absent

M. Susan Hallbeck
Marjorie J. Kostelnik
Derrel L. Martin

Sarah J. Morris
Giacomo M. Oliva
John C. Owens

Wendy R. Weiss

Others Present

Alan E. Baquet, Associate Vice Chancellor, IANR (for John Owens)
Steven S. Waller, Dean, College of Agricultural Sciences and Natural Resources
Tiffany Heng-Moss, Assistant Professor, Entomology
Z. B. Mayo, Department Head and Professor, Entomology
Susan M. Fritz, Associate Dean, College of Agricultural Sciences and Natural Resources; Department Head,
Agricultural Leadership Education and Communication
Fayrene L. Hamouz, Associate Dean, College of Education and Human Sciences; Associate Professor,
Nutrition and Health Sciences
Gail F. Latta, Associate Vice Chancellor, Academic Affairs

Keown called the meeting to order at 3:15 p.m. Eckhardt moved and Mitchell seconded approval of the March 9 minutes. The minutes were approved unanimously.

Proposal for Insect Science Major

Waller, Mayo and Heng-Moss were present to answer questions about the Insect Science proposal. Keown told them the proposal to change degree names in the College of Agricultural Sciences and Natural Resources is still being discussed. He said the name of the major might not appear on the diploma, but the degree designation question would not affect the APC's action on the present proposal.

Mayo said the only new course for the major would be the capstone course, Entomology 485. The first semester there will be about 20 students majoring in Insect Science. Heng-Moss said one of the focus areas of the Insect Science major is Forensics. It is expected to attract about 50 students. Nebraska Wesleyan University has a masters program in Forensics that might integrate well with this undergraduate program. Students in Forensics might also be interested in Criminal Justice and Chemistry programs.

Eckhardt asked the difference between the names Insect Science and Entomology, and whether there is an undergraduate degree in Entomology. Mayo said there is no undergraduate degree in the Department of Entomology at this time. Insect Science was chosen as the name for the major because of name recognition. Heng-Moss said when she talks to high school students hardly anyone knows what entomology is.

Mitchell noted that the review team on which she served encouraged the department to develop this major. Eckhardt asked about the program's need for facilities. Mayo said when the program grows it might need another lab and some more advising space, but facilities are adequate at this time. Waller said a new teaching lab was recently put into use. More space will be available when renovations now underway are completed. Keown thanked the guests and they left.

Motion

After a brief discussion, Eckhardt moved to endorse the Insect Science proposal and Hansen seconded. The motion passed without dissent.

North Central Association (NCA) Special Emphasis Accreditation Review

Couture distributed two items [attached to the permanent record] explaining the “customized” or “special emphasis” accreditation option. The traditional accreditation process looks at an institution’s history. The alternative review process focuses the self-study and the work of the visiting team on issues that are “critical to significant advancement and improvement in the achievement and realization of [the institution’s] mission and vision.”

Couture said there are several advantages of the alternative process. It allows UNL to focus on a current issue, places the accreditation review team in more of a consultative role, and allows a much shorter self-study – 75 to 100 pages rather than 300 to 350 pages. As the special emphasis of the review, UNL proposes to examine the issue:

How can the University of Nebraska-Lincoln best use strategic planning to revitalize our mission and core values, achieve the “uncompromising pursuit of excellence,” drive the hard decisions necessary for institutional progress, and demonstrate accountability to our internal and public constituencies?

To begin the special emphasis accreditation, UNL must provide NCA with a preliminary submission of a plan for the review. Discussions between NCA and UNL about the preliminary plan will result in development of a written agreement that serves as the basis for the review.

The deadline for the preliminary submission is May, 2005. The final agreement with NCA is to be completed in early summer, 2005. The self-study report is due in early fall, 2006. The accreditation team visit, whether for the traditional or the special-emphasis review, will be in November, 2006.

The self-study report will consist of a shortened version of the traditional self-study responding to NCA accreditation criteria, the general institutional requirements, the concerns identified by the previous accreditation team, and a report on UNL’s work on the selected special emphasis with attention to questions we want the team to address. [Waller, Hamouz and Fritz arrived.]

Couture, Nunez and several other representatives of UNL attended a Higher Learning Commission meeting in Chicago recently. It was an opportunity to learn about other universities’ experiences with the accreditation process.

Before UNL can participate in the special emphasis review process it must be vetted by campus constituencies. The Deans, the Academic Senate Executive Committee and APC have seen it. A presentation to ASUN is scheduled. Couture invited APC members to comment on which of the draft list of self-study questions are most important, and how they should be framed. Because the preliminary submission deadline is near, comments should be sent by email to Jim O’Hanlon as soon as possible. Nunez said he would send O’Hanlon’s email address to the APC members.

Other Business

The next item of business, discussion of centers, was delayed for Latta’s arrival. Keown presented to APC a motion linking budget cuts to Academic Program Reviews (APRs), and requiring that APRs be posted on Blackboard for all faculty and staff to see. The motion follows:

In order to provide for a more orderly process of academic program planning, the APC process of long-term monitoring of Departments and Centers by the Academic Review Process, linked to the most recent UNL Strategic Plan, should be used as a basis for program reductions after reviewing appropriate APR's. Recommendations for phase-out of programs units or centers should be considered by the APC to give sufficient time to allow UNL to honor AAUP Guidelines and the contractual rights of faculty. Staff reductions should follow the procedures as outlined in the University By-laws. This process should minimize the need to make drastic budget cuts in response to sudden budgetary crises.

In the event of unexpected budget reductions, the APR Reviews should be used as a resource by the Joint Committee in formulating budget cuts. All current APR's will be posted on Blackboard and can be accessed by faculty and staff.

The motion is based on Section 1.10.1.2 of the UNL Bylaws (Article 4, Section 1 F of the APC Operating Procedures). The two paragraphs are to be included in a six-page document being prepared by the Academic Senate Executive Committee. The Executive Committee proposes a new university-wide "Joint Committee" to consider budget reductions instead of the present budget review process in which APC has primary responsibility.

APC discussed the motion. Among the issues discussed were:

- How would the proposed change affect units that are exempt from the APR process?
- The proposal doesn't provide for inclusion of departments' responses to the APR reports.
- Using APRs for budget justification would change their focus and make them less useful for planning within the departments.
- UNL is moving toward using strategic planning to determine funding priorities. Do the changes proposed by the Executive Committee address this new emphasis?
- If APC votes to approve the two paragraphs of the motion, would that be viewed as an endorsement of the entire six-page proposal that APC hasn't seen?
- Does the Academic Senate have the power to revise the budget reduction review process without input from other university constituencies?
- Central Administration would have to respond to any proposed changes.
- Faculty felt the most recent budget cuts were proposed without their input and it was understandable that they would want a new process.
- Changes should be developed in collaboration with other parts of the university.

Motion

Minter moved to table the previous motion until APC has a chance to see the complete document. Mitchell seconded. There were seven votes in favor of Minter's motion and one abstention. Keown offered to invite Mary Beck, President-Elect of the Academic Senate, to explain to APC the complete budget reduction review document after it has been presented to the Academic Senate for consideration.

Center for Digital Research in the Humanities

A proposal for a Center for Digital Research in the Humanities was sent to APC on April 5. Keown appointed a subcommittee to consider the proposal. The subcommittee's recommendation will be presented to APC at the May 11 meeting. Members of the subcommittee are Hansen (Chair), Hallbeck, Eckhardt and Kettler. [Latta and Paul arrived.]

Discussion of Centers

Mitchell said the question of what was or wasn't a center started her investigation last fall. A preliminary list of centers that APC drew up in 1996 was sent to the Deans and to Vice Chancellor for Research Prem Paul

for corrections. Latta said concurrently with Mitchell's work Central Administration asked Academic Affairs to update their list of centers and to review the definition of centers.

Latta presented three documents: "Definitions/Types of Centers," "Suggested Revisions: President's Council Guidelines (Centers for Academic Research Teaching and Service) and University of Nebraska Bylaws 2.11," and "University of Nebraska-Lincoln Centers Inventory." Copies were distributed to APC [and were placed in the permanent record].

"Definitions/Types of Centers" lists six types of centers and defines each.

I. Academic/Research/Outreach Centers

These Centers conform to President's Council Center Guidelines and require Board of Regents approval. Their missions extend those of the academic units that house them. They have identifiable budgets that may include external funding sources. They have interdisciplinary or specialized sub-disciplinary focuses.

II. Externally Funded Affiliate Centers

These Centers are established as a result of some formal affiliation with an external funding organization, federal, national, state or professional, or as a stipulation of a granting body or individual through agreement with the University Foundation. They may have research, service or outreach missions, but exist by virtue of and only so long as funding continues.

III. Extension Centers

These Centers are Board-of-Regents-approved arms of the Cooperative Extension Division and are included in BOR Bylaw 2.11, but do not conform to President's Council Center Guidelines.

IV. Administrative Service Centers

Their mission is co-extensive with the academic units that house them. They are not independently budgeted but are funded through academic or other units. They are housed within academic/disciplinary/service units. They do not require Board of Regents approval.

V. Virtual Centers

This new category of Centers represents entities that exist for the sole purpose of administering an online service, publication or information resource. Often they have few personnel and no identifiable budget.

VI. Facilities

These are physical facilities housing one or more programs or functions. They may have affiliated service components, but no separate budget. They do not require Board of Regents approval.

Latta said affiliate centers have "center-like" activities but are not initiated by the University. The Nebraska Redox Biology Center and the Plant Genome Center are examples of that category. Extension Centers are a separate category. Paul agreed with Latta's summation. He said the Redox Biology Center resulted from an NSF funding competition. Kettler asked about grant-funded centers under contract. Paul said when the grant ends the center is gone. The Nebraska Virology Center, on the other hand, went through the APC and Regents approval process and is expected to be a longer-lasting center.

Mitchell asked whether the center designation helps in obtaining funding. Paul said there is a difference of opinion on that question.

Mitchell asked whether Central Administration's approval was necessary before including centers in the Academic Program Review (APR) process. Couture said the issue of center reviews may recur. The APR process should be revised with the expectation of needing Board approval, and should include centers. Associate Vice Chancellor Jacobson has prepared a draft proposal of the APR process revision. There is a question of whether separate academic reviews of centers are necessary in all cases. Separate reviews may not be necessary for centers that are included in academic units that undergo APRs.

There may be amendments to the definitions of centers and how they are to be reviewed. The Chief Academic Officers will meet and discuss the matter again. At this point, Couture and Paul are asking for APC's suggestions. Latta said the University Bylaws should reflect actual practice. Eckhardt said he saw little reason for APC to spend a great deal of time focusing on centers. He said APC has been worried about centers for years, and things haven't changed. Grants still result in centers that don't go through APC. Latta said the definitions, guidelines and bylaws would serve as background for proposed centers that come before APC. Paul said discussions with APC and the Regents have brought up useful points. Mitchell said she would hold off on further discussion of centers until Jacobson's report on the APR process is complete. [Latta left.]

Issues from the Vice Chancellors

Paul said responsible conduct of research and the Office of Research Integrity are vital issues for UNL at this time. A policy for investigating allegations of fraud is needed. The Academic Rights and Responsibilities Committee (ARRC) guidelines recently had to be revised to bring UNL into compliance with federal regulations. This is a serious matter that has the potential to halt federal funding unless it is corrected.

Paul invited the APC to attend a celebration at 10:30 on April 14 at the Van Brunt Visitors Center. The occasion is the receipt of a significant grant from the Department of Defense/Office of Naval Research. Principal Investigator for the grant is Electrical Engineer Yongfeng Lu. Professor Lu, UNL Mechanical Engineer Xinwei Wang and four scientists from the University of Missouri at Rolla will receive \$3 million over the next three years with the possibility of an additional \$2 million in years four and five under the DoD's Multidisciplinary University Research Initiative.

Baquet said IANR is involved in the Strategic Planning process and is continuing to move forward.

Couture said there will be a planning retreat April 25 and 26. The focus of the retreat will be perpetuating an atmosphere of collaboration in Strategic Planning. Keown said he will attend the retreat and will have an oral report for APC at the April 27 meeting.

Hospitality Management Program

Waller, Hamouz and Fritz arrived. They briefed APC on the Hospitality Management proposal. Keown said he invited them before the proposal is finalized so that it could be handled expeditiously once APC receives it. The subcommittee to consider the Hospitality Management proposal was formed in October, 2004, when Kostelnik first mentioned plans for the program to APC. Subcommittee members are Weiss and Mitchell.

Hamouz said a Hospitality Management program was in the planning process 15 years ago but it didn't go forward. She was pleased to see it going ahead now. Components of the program include human resources, lodging, restaurant management, tourism, convention planning and journalism. Experiential learning will be an important part of the program.

Hamouz said the hospitality industry is one of the top three employers in the nation. In the past the hospitality industry hasn't focused on education. Now they acknowledge a growing need for trained managers. The Nebraska Hotel-Motel Association met last July and asked UNL to consider initiating a

hospitality program. The Association surveyed its members regarding the number of potential employees, satisfaction with hires, and salary information and provided the results to Hamouz.

The Curriculum Committees in the College of Education and Human Sciences and the College of Agricultural Sciences and Natural Resources have approved the program. Fritz said they have a draft of the Hospitality Management proposal ready for the APC subcommittee and will meet with the subcommittee to discuss the proposal on April 21.

Keown asked what links have been formed with hotels in Lincoln. Hamouz said at the present the Hotel-Motel Association is the only industry contact. Other links will be formed as the program develops. Fritz said they have visited several other universities that have hospitality management programs. Couture suggested that international students might find the program attractive. She said a hospitality program in Switzerland sparked a lot of student interest.

Eckhardt asked about connections with the College of Business Administration in accounting and management courses, and with Arts and Sciences in the language area. Hamouz said there are plans to work closely with CBA for access to their courses. The program calls for 24 credit hours in CBA for the Restaurant Management option. Classes in conversational Spanish are desirable but have not been finalized. Keown said a certificate program in languages has been proposed by Distance Ed.

Eckhardt asked about the number of students expected in the program. Hamouz projected an enrollment of 250 to 300 within five years. A restaurant management program was in existence for one year in Omaha. Enrollment in the program went from 12 to 38 in that time. The nearest hospitality program is at Kansas State. Nunez asked about different focuses within the program. Fritz said there will be eight options. Hamouz said the Kansas State program is strong in public service, restaurant management and lodging. The program at the University of Oklahoma is primarily restaurant and special event management. Neither of those programs have tourism or journalism components.

Eckhardt asked if students would have internships. Hamouz said a six-hour paid internship is expected. Students will earn an entry-level salary while they are taking classes at UNL. Keown recalled discussion during the last round of budget cuts about students in Dietetics having opportunities in restaurant management. Hamouz said there is a Culinary Arts program at Metro Community College in Omaha that attracts many students. Keown thanked the presenters for their time. [Waller, Hamouz and Fritz left.]

Hansen announced a reading sponsored jointly by Medieval and Renaissance Studies and Judaic Studies at the Culture Center on April 20 at 7:00 p.m. He invited APC members to attend.

The meeting was adjourned at 4:45 p.m.

Respectfully submitted,

Lona Kramer
APC Coordinator