Keown called the meeting to order at 9:20 a.m. Approval of the minutes was delayed for lack of a quorum.

Announcements
Keown welcomed the newly elected members of the Academic Planning Committee, Mary Bolin, Ed Harvey, Steve Waller and Nathan Walters. Keown announced that Sarah Morris will be the Undergraduate Student Representative for a second year.

Deborah Minter has been appointed Vice Chair of the English Department and will be resigning from APC. The Academic Senate will hold a special election in the fall to select her replacement. Derrel Martin’s term on the Graduate Council is ending and a new Graduate Council Representative will need to be appointed.

Keown reported on the Strategic Planning Retreat. He said it was productive in terms of team building and plans for cooperation between colleges. Some of the initiatives the deans presented seemed too broad to be workable. Themes that recurred in many of the colleges’ plans were economic development, diversity of students, technology transfers, research objectives, collaboration with other institutions, and outreach.
Keown said he also attended an accreditation process meeting on behalf of APC.

A spreadsheet listing the actions of the APC during the 2004-05 academic year was distributed to the members and members-elect. Keown commented on it. [Oliva arrived. Eckhardt arrived, making a quorum.]

Weiss suggested that APC discuss student cheating during the next academic year. Morris said a clear definition of cheating was needed. She wondered whether cheating includes test banking and plagiarizing. Weiss said there should be repercussions for cheating. Faculty should have a way of knowing whether a student has a history of cheating. Couture said she, Owens and Chancellor Perlman had talked to the Academic Senate Executive Committee about the issue.

Proposal for a Bachelor of Landscape Architecture
Waller, Drummond, Hoistad and Sutton were in attendance to answer questions about the proposal. Drummond said three deans supported the proposal—himself, Waller and Elbert Dickey. The College of Architecture, the College of Agricultural Sciences and Natural Resources and the Extension Division have shared programs since the 1990’s. This program has been in development for quite some time. It will be a five-year professional degree program. Collaboration issues have been worked out.

Drummond said he and Couture discussed the economics of the new program. There are reserves and savings from faculty retirements to cover costs. Two new faculty members will be needed over the next five years. The program relates well to the campus’s water initiative, regional planning and ecology. A new studio for the program will have an impact on visual literacy. Drummond, Oliva and Kostelnik plan to discuss collaboration between their colleges on the program as well. Oliva said the proposal showed clear collaboration, good organization and the potential for burgeoning enrollment. Drummond said UNL’s Landscape Architecture program would be competitive with the one at Iowa State.

Motion
Oliva moved for endorsement of the proposal. Hansen seconded. The motion passed without dissent.

Proposed Center for Digital Research in the Humanities (CDRH)
Hoffmann, Giesecke, Price and Walter were present to answer questions about the proposal. Giesecke said the center has been working as an “initiative” pending its approval as a center. The group has already obtained funding and is working on projects. An APC subcommittee consisting of Eckhardt, Hansen and Kettler met with the proposers. Hansen said the subcommittee was impressed by the proposal. They thought it had the potential to attract new graduate students and assistantships. It needs to be designated a center to become fully funded.

Motion
The subcommittee’s recommendation in favor of the proposal served as a motion and second. The APC voted unanimously to endorse the proposal. [Giesecke, Hoffmann, Price and Walter left. Goedert, Foster, Moore and Berryman arrived.]

Report of the Academic Program Review (APR) Subcommittee
Martin distributed a written report [attached to the permanent record]. The subcommittee received eight APR reports during the 2004-05 academic year. Two reports were still pending. A table on the second page of the report showed the duration of the review phases. The longest elapsed time in most of the reviews was between receipt of the department’s response and receipt of the APC representative’s report.
The reviews raised no issues to bring before the APC. Chairs and deans of the reviewed departments were invited to make comments to the subcommittee none were submitted.

Martin also served on a committee formed to study the review of programs that do not undergo official APRs. The committee found wide variation in the breadth of accreditation reviews and the qualifications of the review teams. The committee met several times during the year and sent to the vice chancellors a proposed plan for future reviews. He said the committee recommended units to be reviewed and revised the scope of APRs. Couture asked if the report was done in conjunction with revision of the APR guidelines. Martin said it was. Couture said Central Administration is considering regental review of approved centers. Revision of the APR guidelines is on hold pending a decision about center reviews. Owens agreed. Eckhardt said it was not fair to have unequal reviews for different units.

The APC voted to accept Martin’s report. Keown reminded APC the Academic Senate had proposed posting APR reports on Blackboard and using them to decide budget reductions. APC will need to address that issue next year.

Request to rename the Department of Theatre Arts
Oliva requested that the Department of Theatre Arts be renamed The Johnny Carson School of Theatre and Film. The faculty and the dean support designating the department as a school because a number of different programs are under its umbrella. Owens liked it to the School of Natural Resources in which several disciplines came together. Hansen said other institutions typically have film studies organized in schools. Oliva said within the school there will be divisions, not departments. There will be no change of organization or new administrators. The School of Music is another unit in Fine and Performing Arts that is organized this way. There was discussion of precedents for organizing units into schools. Oliva said in the arts the title “school” is less a factor of size than of complexity.

Martin asked whether Carson’s gift of $5.3 million was tied to the naming of the school. Oliva said it was. Couture said the University does not have firm guidelines about naming units in recognition of sizeable gifts. She said if APC wished she could discuss it with the Chancellor.

Motion
Eckhardt moved and Martin seconded to recommend approval of the name change. The motion passed without dissent.

Proposal for a Bachelor of Science degree in Construction Engineering
Goedert, Moore, Foster and Berryman were present to give background on the proposal and answer questions. The proposal was a collaborative effort by the departments of Construction Management and Civil Engineering in Lincoln and the Construction Systems department in the Peter Kiewit Institute at UNO.

An initiative to improve construction education was begun 2 ½ years ago. The previously approved Architectural Engineering program and this Construction Engineering proposal grew out of the initiative. The program will be developed to meet accreditation requirements of the Engineering Accreditation Commission-Accreditation Board of Engineering and Technology (EAC-ABET). The Construction Engineering degree will replace the existing non-accredited Construction Engineering Technology degree currently offered in Omaha. Construction Engineering and Construction Management will be offered on both the Lincoln and Omaha campuses.

Kettler asked who would be teaching the courses. Goedert said an open faculty position had been filled to meet accreditation requirements. One additional position is needed. Some teaching will be done by distance education.
Martin asked if there would be more students in Construction Management due to the change. Goedert said he expects two-thirds of the Construction Engineering Technology students to switch to Construction Engineering and one-third to switch to Construction Management.

**Motion**

Martin moved to recommend approval of the proposal. Kostelnik seconded. The motion passed without dissent. [Goedert, Foster, Moore and Berryman left.]

**Minutes**

Keown asked if there were any additions or corrections to the April 13 minutes. Martin moved to approve the minutes. Kostelnik seconded. The minutes were approved without dissent.

The order of the agenda was changed because the meeting was ahead of schedule and the presenters for the next agenda item had not arrived.

**Space Allocation Procedures**

Nunez distributed revised “Space Allocation Procedures” [attached to the permanent record] for APC’s review. Former Chancellor Spanier wrote facilities planning policies some ten years ago. This is a proposed revision. The new procedure centralizes space allocation. The ultimate responsibility for allocating space rests with the Chancellor.

Institutional Research and Planning is designated with the responsibility for the official inventory of space use and allocation and for the periodic review and evaluation of space coding and usage. Nunez stated that space data is used in reports to federal agencies and for various internal and external requests. Kostelnik said the College of Education and Human Sciences does six or seven accreditations and all require space data.

Kostelnik said she would like to adopt the procedures for her own college. She asked for the definition of “vacated” space. Would space be allocated back to the University when a whole department or college moves, when a faculty member moves, or when a classroom has a new use? She said it would be best to keep the solution close to the space. At what point would the campus process take over?

Minter referred to the sentence, “Space vacated by a physical move, renovation, construction of a new facility, or any other reason is allocated back to the University.” She said “any other reason” was too vague. Eckhardt said it is important to keep interaction between departments and commonality of use in mind when allocating space. Couture said promoting synergy is important. Nunez said under the new procedures space allocation decisions would be related to strategic planning.

Keown asked whether emeritus faculty get space forever. Owens said yes, as long as space is available. Couture said ongoing programs have precedence over the needs of emeritus faculty.

Owens commented on the section headed “Allocation of New Space.” He said the trigger of $100,000 for APC review of state-funded capital projects should be set at a higher amount. The current cost of construction is much higher than it was when the original space procedures were written.

Kettler asked how space information could be kept current. Nunez said the space inventory IRP is now conducting covers 4 million square feet and approximately 50 buildings. That can’t be done every year, but perhaps one-fifth of the space on campus could be reviewed every year. There are plans to put space data online in the next few years so everyone on campus can look at it. Improved space coding will identify space more precisely. Nunez said the University of California-San Diego is a good model. It has secure space data.
online including floor plans, type of space, occupant and the kind of research being conducted in the space. Kettler said putting space information online will be an incentive for units to complete the space inventory. Everyone will want to defend their own turf. Keown said space information would need to be secure or people outside the university who have a particular agenda might interfere with research functions. [Hamouz, Fritz and Schnepf arrived.]

Kostelnik said people try to solve their space problems by looking at others’ space. Having data available would allow people to find out how space is being used. It could help them appreciate others’ needs and soothe feelings. Eckhardt said space is a resource that should be included in Academic Program Reviews. Martin said continuity of a program is important. When programs get more money they have to find more space. Kostelnik said the plan Nunez presented is about overarching principles but it allows for department idiosyncracies.

Motion
Kostelnik moved to support Institutional Research and Planning’s development of policy and procedures for allocating space on campus and keeping a space inventory. Oliva seconded. The motion was approved without dissent.

Proposal for a Major in Hospitality, Restaurant and Tourism Management
Hamouz, Fritz, Waller and Schnepf were present to answer questions about the proposal. The proposal was a cooperative effort of the College of Agricultural Sciences and Natural Resources and the College of Education and Human Sciences. It will have an extended education component through the Cooperative Extension Division of IANR. Hamouz said the proposal builds on a restaurant management program that has been at UNL for 12 years.

Hamouz, Fritz and Waller met with APC on April 13. The final proposal responds to APC’s comments at that meeting. Weiss and Mitchell were appointed as a subcommittee to review the proposal. Weiss said the proposers called for questions from the hospitality industry to develop the proposal. A need appeared for better preparation at the entry level and for upper level management. The subcommittee supported the proposal.

Oliva asked whether cultural climate questions had been considered. He said the Tourism option could draw on courses from Fine and Performing Arts. The Quilt Museum is an example of a rich cultural resource in Lincoln. Hamouz said the Arts are part of a broad approach to economic development in the state. The Arts are not specific to Lincoln. Oliva said including Arts in the curriculum would predispose people in the profession to consider Arts more important. Weiss said the culture of immigrants in the state should be taken into account in educating hospitality professionals.

Eckhardt wondered whether managers educated in the program would have the necessary experience in the industry. Hamouz said there is a practicum learning requirement. Many courses have labs where students will demonstrate skills. Eckhardt asked how she could be sure with all the proposed tracks that students would get the appropriate experience. Kostelnik said the program makes coherent the experience that people need in the real world. The program was designed to give exposure across the tracks as well as longitudinally. Hamouz said an enrollment of 225 is expected within five years. Eckhardt said the program sounded like an administrative nightmare. Hamouz said the College of Education and Human Sciences has long experience in keeping track of practicums in many different areas. Fritz said the program works closely with the hospitality industry to give the students predictable experiences in their practicums. Kostelnik said 2500 undergraduates in EHS already have practicums. The college has much experience in working with communities to place students. She pointed out that there would not be 225 students the first year, but the enrollment would increase to 225 over four or five years.
Martin noted there are many business courses in the major. He said there is already heavy demand for business classes, and wondered how there could be space for another 225 students. He asked what provision there was in the program for training about building maintenance and architecture. Hamouz said food and beverage management students already take “Managing Diversity.” The course is required in all the tracks. She said it may happen in five years that there are too many tracks and they will collapse some. Martin said her was concerned about resources available in the College of Business Administration. Costs of offering additional sections of courses in CBA are a hidden cost of the proposal. That is an institutional problem. Eckhardt said the proposal should not be approved if the resources are not available. He added that the Public Relations track includes courses from Journalism and Mass Communications. Kostelnik said Page 12 of the proposal states that additional resources may be allocated to meet the needs of the program.

Motion
Oliva moved to approve the program in concept but to return the proposal for responses to the questions raised at this meeting. Martin seconded the motion. Hamouz questioned whether the issues raised were significant enough to delay approval of the program until Fall. Oliva said if APC has questions the Regents will also have questions. He asked about the start date of the program. Hamouz said the program is not in the Undergraduate Bulletin yet, so it will not accept students until Fall 2006. Eckhardt said if the program won’t begin until 2006 there should be time to answer APC’s questions. Weiss asked what questions would need to be answered.

Eckhardt said if the program is counting on resources from outside UNL that should be specified. CBA might need to hire additional faculty to handle the demands of the new major. He asked about funding for new faculty. Kostelnik said the proposal shows in a chart where the funding will come from. Hospitality accounting is specialized. A new faculty member will be hired by the Hospitality Management program for that specialty, taking pressure off the CBA courses. Kostelnik said the proposers shouldn’t have to go to CBA to get details about course demands. Weiss asked if APC wanted letters of endorsement from CBA.

Waller said if APC waits until Fall to approve the proposal it would be too late to get it into the 2006 Undergraduate Bulletin. Regents approval and Coordinating Commission approval would still need to be secured. He requested that APC vote for approval now, with the condition that the Dean of CBA send a letter endorsing the proposal. Oliva amended his motion to state that APC would approve the proposal conditionally on submission of additional information. Keown appointed a subcommittee to review the revised proposal and granted them authorization to approve any changes. Members of the subcommittee were Martin, Oliva and Weiss, with Minter as an alternate member. APC approved the amended motion with one abstention.

Issues from the Vice Chancellors
Couture presented a draft “Procedure for Awarding POE Funding Allocated to UNL in FY 2005-06” [attached to the permanent record] and asked for APC’s comments. Members commented that the Water Initiative and Visual Literacy were not on the list of priorities. Oliva said the statement about the history of POE funding was not quite right. There were some 80 programs identified as possible programs of excellence, not 20. Couture said the errors would be corrected. She said some initiatives came from the Chancellor as strategic priorities.

Couture said the University needs to spend money in the year for which it is allocated, and for actual priorities. APC will need to look at the proposals for Programs of Excellence earlier next year. Short proposals are due August 15, 2005. The list will be presented to APC in September.
Owens updated APC on the search for a Dean of the Agricultural Research Division. It is an important position, as one quarter of UNL’s research dollars go through the Division.

Other Business
Keown wished Matt Hanson luck in his new faculty position in Idaho. Eckhardt said Hanson had been an outstanding graduate student representative. All members present heartily agreed.

The meeting was adjourned at 11:50 a.m.

Respectfully submitted,

Lona Kramer
APC Coordinator