

**University of Nebraska – Lincoln  
Academic Planning Committee**

**Approved Minutes  
March 26, 2008**

Members Present

Mary K. Bolin  
Craig J. Eckhardt  
David H. Allen  
Jerry Renaud

Barbara A. Couture  
Dwayne Ball  
John Bender  
Prem S. Paul

Greg Gifford  
F. Edwin Harvey  
Jeffrey F. Keown  
David Solheim

Members Absent

William J. Nunez  
Jamie Radcliffe

John C. Owens

Steven S. Waller

Others Attending

John Markwell, Associate Dean, College of Agricultural Sciences and Natural Resources  
Elbert Dickey, Dean and Director, Cooperative Extension Division

Bolin stated a quorum had been established and called the meeting to order at 3:05 P.M.

Minutes of the Previous Meeting

Approval of the Minutes from the March 12, 2008 meeting was moved by Ball and seconded by Eckhardt. The Minutes were approved without dissent.

Change Degree Name of the Bachelor of Science in Diversified Agricultural Studies [Handout attached to permanent record]

Bolin referred members to this proposal and welcomed John Markwell. Markwell began by stating the diversified agriculture studies bachelors began in 1980 and at that time was a timely program as it satisfied student demands. That is, they wanted primarily an agricultural degree allowing them to go back to the farm or the community. He noted that at that time the program was very popular. He stated there were 268 students in the degree program when it began. Markwell conveyed since then things have evolved and employers are actually looking for different types of skills; they are looking for more interdisciplinary training. Markwell indicated that students are not defined in terms of agriculture but more food systems or the interface between food systems and energy systems (bioenergy). So, this is an attempt to respond to that evolution and to also provide a flexible degree for students who do not want a rigid disciplinary degree such as an agronomy or animal science yet are interested in occupations employing a basic knowledge of science with supporting knowledge of agricultural economics or agricultural leadership. Basically, what is most beneficial is a blended degree more suitable for the marketplace today.

Bolin asked if there were any questions or comments on this proposal.

Bender inquired if there were any other schools that have adopted this terminology. Markwell replied there are quite a few schools that have adopted applied science; it is not always in an agricultural context. He noted in some schools it would be construction management or it would be a combination of law enforcement and health science thus this degree program seems to be used at the associate and bachelors level to cover an area that is not well defined by a traditional discipline.

Bolin asked if we use it for anything else at the University. Markwell replied no. Bolin clarified this would be our first application of this program. Markwell acknowledged this was correct.

Keown noted today the enrollment in this program is 33 students and inquired the anticipated number of student to enroll in this proposed program. Markwell responded we expect that it would slowly grow as we advertised and conveyed probably 2/3 of the students in the program now are really looking for applied science background rather than specific agricultural background. He expressed we see increasingly that employers are looking for people with diverse skills and hence the last year we put in Food Science for Companion Animals. Markwell stated students with a bachelor's degree in that program could start at \$60K to \$70K. He conveyed we are trying to fill that void in the market place and provide students with a customized education. [Couture arrived]

Eckhardt commented this might be better said as an applied agriculture science program, not applied science. Markwell said we are trying to make people aware of the fact that while there is a series of applied life sciences that we have, we also have the applied natural resource science and the applied social sciences so students will be taking a mix of things in agriculture education, agriculture leadership, agriculture economy, agriculture economics, as well as in natural resources and environmental restoration and plant protection, so we have struggled at finding a name other than applied science but have not found one and stated if there are any suggestions, we would love to hear them.

Allen announced he was contacted by David Manderscheid, Dean of the College of Arts and Sciences today regarding this proposal asking if this proposal caused concern to Engineering. Allen expressed he was not particularly concerned. Allen conveyed Manderscheid was concerned about the title and how it relates to a number of disciplines in science and Manderscheid attempted to contact Dean Waller today but was unsuccessful. Markwell explained Waller was in Costa Rica. Allen stated Manderscheid had copied him on the message sent to Waller and in this message Manderscheid proposed to Waller that it might be a good idea to have Waller or some representative contact the Chairs of the departments who are involved in the College of Arts and Sciences. Eckhardt stated Manderscheid had contacted him as well but as he had his own reservations on this program he did not feel the need to convey Manderscheid statement. Markwell voiced for years there has been more or less of terminology of the pure sciences, arts and sciences, applied sciences, and CASNR and thus we thought all was acceptable. Markwell said he was unaware of the contact with Dean Waller and Dean Manderscheid. Bolin stated as there was a question on the procedure process of bringing to the APC, we need to have the relative Deans' further discuss the issues that have been raised here and then this proposal could be brought back to the APC. Membership agreed.

Bolin thanked Markwell for attending and Markwell thanked APC for the opportunity to address them. [Markwell left]

#### Facilities and Administrative (F&A) Cost Distributions [Handout attached to permanent record]

Paul distributed a handout overview on what F & A is and stated he would discuss this handout as well as "policy" and then would answer any questions. Paul noted we are preparing for the next F & A negotiations and this is a huge task. He commented some people call the F & A "indirect cost" or "overhead" but the appropriate term is Facilities and Administrative Costs. He explained it is a real cost of doing business that reimburses UNL for expenses already incurred. Paul stated the rate is negotiated with the Federal Government (DHHS) every 3 years and noted the negotiations are next year. Paul commented the reality is that we are not recovering the full F & A negotiated rate for a number of reasons. For example, the amount of our total sponsored programs is \$172M and the amount of the F & A that is

recovered is closer to \$18M. The amount that is recovered is just over 10% and noted this is the result when you are dealing with agencies with a cap and/or policy against funding F&A costs.

Paul explained “direct” versus “indirect” costs. He said “direct” costs are costs that can be identified to a specific project, program, or activity of an institution and “indirect” costs are costs that cannot be identified to a specific projects, program, or activity but will benefit the total institution.

Paul spoke of the F & A cost components, which are “facilities” and “administrative.” He stated “facilities” are buildings and equipment depreciation, capital improvements to buildings and land, operations and maintenance, and the library. “Administrative” are costs such as general university administration, department and college administration, sponsored projects administration, and student administration and services. Paul noted we have a responsibility to assure the Federal Government that we are abiding by the federal laws and noted we are in an environment of increased regulatory guidelines. He commented after 9/11 there has been a lot of scrutiny on the components so we must be able to demonstrate, show, and document our expenditures.

Paul informed the actual full F & A rate is 47.5%; however the true negotiated rate is higher. He stated the total calculated rate for administrative and facilities is 52.6%, while the negotiated rate for FY2007 – FY2009 is 47.5%.

Paul stated the next question, once grant funds are received, is how the money is distributed. Paul commented every institution has a different way of distribution and stated our policy at UNL is the understanding this is a central cost with a portion that is shared across campus. Paul conveyed the importance of F & A costs to UNL and said the following are some instances of how the F & A costs are distributed: 1) sharing with colleges across campus, 2) funding for infrastructures and facilities, 3) funding for Faculty start-up, 4) funding for required cost-share, and 5) funding for the cost of compliance. Paul communicated the amount received in FY2007 was \$18M and this amount was distributed in fall 2007.

Paul then explained the “generic” F & A funds allocation at UNL in FY2008. He shared many years ago that all of the F & A is considered state money or funding – and this is still accurate. Paul said also at this time UNL received legislature approval to use F&A funds to issue bonds on three buildings. This is the result of extensive investigation and discussion. Paul conveyed in this agreement the first \$700K of F & A money received goes to the UNL general operating budget. Paul stated approximately 5 to 6 years ago, realization that more space was needed for expanding the Research Program generated the creation of the Research Infrastructure Fund, which takes 10% from the top and sets it aside. He voiced if this fund had not been created, the Virology Building, which is now near completion, would not be here today. Paul communicated last year, Chancellor Perlman and the Senior Administrative Team and others felt a reserve was needed as the cost of utilities had been increasing. Thus a Utilities Reserve was created, which took 10.5% more away from the F&A pool. Paul concluded by stating that the remaining funds are divided three ways – 1/3 to compliance and/or business support for research, 1/3 returned to Colleges (based on the percentage of overall F & A generated from those colleges), and 1/3 to strategic initiative. Paul conveyed the strategic initiative funds are then divided – 70% to research strategic initiatives and 30% to the Chancellor’s strategic initiatives. Paul pointed out the funds used for new projects such at Whittier, Nanosciences, and Animal Sciences came out of both the research and the Chancellors strategic initiatives and Research Infrastructure Fund.

Paul concluded his presentation with discussion of “actual” F & A funds allocation at UNL in FY08.

Prem asked if there were any questions. There were none.

Bolin reminded members that the main reason Dr. Paul was asked to discuss F&A costs was more or less a result of this topic coming up during a meeting in November when Dean Giesecke addressed APC on funding and the future of libraries.

Keown wondered if the PowerPoint handout could be distributed via email to Faculty as this handout was a very understandable and concise form. Prem replied he would be happy to do that.

Bolin inquired if there were further comments or questions.

Allen inquired as the actual F & A recovery rate is 11%, how does that compare to other universities? Paul replied 25% is the average and we are much lower as we are a land-grant and have many grants from USDA and commodity groups which don't pay (or only pay limited) F&A.

Eckhardt questioned how Purchasing and Operations Analysis differed from business support in Business and Finance. Paul responded that grants management is now mostly centralized in the Office of Research rather than Business and Finance. F&A provides support for both Operations Analysis and Purchasing.

Bolin asked if the rate that is negotiated with the Federal government was a standard rate for all. Paul replied yes, the rate is applied to all agencies; however there are some agencies such as the USDA that do have a cap.

Ball asked for further information on the denominator of the 11% figure. Paul explained if you look at our total sponsored programs last year of about \$172M and then the F & A amount that was recovered on that amount is the \$18M. Ball questioned what the definition of a sponsored program is. Paul replied a sponsored program is all grants and contracts that come in from different agencies for research, instruction and outreach projects. Ball wondered why subsidizing was going on. Paul replied 1) awareness from faculty and 2) constitutes don't want to pay and commented this topic is an "emotionally charged" topic.

Keown and Eckhardt questioned high overhead charges and costs on grants and facility rates. Paul responded we have been very aggressive in trying to keep as low as possible and noted the facility rates could be 23% or 50% depending on factors such as the value of the land and how expensive it is to build.

Bolin asked how the library F & A was calculated and where does the funds come from. Paul replied the funds have come out of his budget and conveyed as he as a faculty member wants to show support.

Bolin inquired if there were further questions or comments. There were none. Bolin thanked Paul.

Revisions in the Operating Procedures of the Academic Planning Committee [Handout attached to permanent record]

Bolin stated at the last meeting she had charged Eckhardt with revising three areas within the Operating Procedures of the APC. She conveyed the three revised areas under discussion were 1) the succession of the Vice-Chair, 2) the duties of the Chair, and 3) the Long-term Planning Subcommittee. She pointed out the proposed revisions were in the members' packets and asked Eckhardt to further discuss the revisions.

Eckhardt said the subject matter was fairly straightforward and proceeded to read the three revisions (changes in italics). These revisions are as follows:

- Article 2 Membership and Terms, Section 1 UNL Bylaws

Replace

“The Committee shall select its chair from among its faculty members.”

With

*“The Vice-chair, who shall be a faculty member of the Committee, is the Chair-elect and will assume the office of Chair at the end of the term of the serving Chair.”*

- Article 3 Officers, Terms, and Duties, Section 2 Duties
  - A. The Chair will be responsible to call all meetings, *to set the agenda for meetings, to make charges to all standing and ad-hoc subcommittees of the Committee, to appoint chairs of such subcommittees where not otherwise specified by the Committee bylaws*, to see that all inquiries to the Committee are properly directed, that appropriate persons are notified of recommendations of the Committee, and that members of the Committee are assigned to duties as needed. The Chair will also appoint a faculty member to the Curriculum Committee of the Academic Senate, and a faculty member of APC to the UNL Aesthetics Review Committee.
- Article 7 Subcommittees, Section 5 Standing Subcommittees, Item C. Long-term Planning Subcommittee

Replace

“The subcommittee chair shall be a faculty member of the Committee and shall serve a one-year renewable term”

With

*“The Vice-Chairperson of the Academic Planning Committee shall be chair of the Long-term Planning Subcommittee.”*

Keown commented he thought the “Long-term Planning Subcommittee” was named “Long-range Planning Subcommittee”. Eckhardt thought the wording was also “Long-range” but stated he did not make this change. Bolin acknowledged we do call this subcommittee “Long-range” but it is named “Long-term” throughout our Operating Procedures.

Renaud moved acceptance of the addition to Article 2 Section 1. Ball seconded the motion. Discussion continued.

Ball wondered what would happen if the Vice Chair on the year he or she was to become Chair was not able to fulfill the duties. He suggested adding language on this. Bolin said in any committee there is language on such succession and procedure that would cover this. Eckhardt informed Article 2, Section 2 answers this question. Harvey noted the way the Operating Procedures are written, it is implied that one cannot be the Vice Chair in his or her third term on the APC and believes one should not be prohibited from serving as Vice Chair in his or her third term if that person is interested in serving and has the understanding he or she would not be the Chair the following year. Bolin responded we have discussed this before and asked Harvey if he was proposing language. Harvey replied he was not but would like to convey his hope if this matter came up in the future, the committee would understand and would not to exclude people for serving in their third term. Bolin stated she believed this was understood by the

committee and was certain there would be a discussion on this matter at the time of electing or selecting members.

Allen voiced he had a question in Article 3, Section 1 Officers and proceeded to read part of the sentence, “The officers of the Committee shall consist of a Chair and a Vice Chair, both of whom shall be selected from the Faculty Members as directed by the UNL Bylaws (see Article 2 Section 1)...” and noted Article 2 Section 1 does not say how they are selected. Bolin said the Article 2 Section 1 does quote the UNL Bylaws and likens this Section to a syllabus of the APC from the Bylaws. Eckhardt commented the UNL Bylaws specified that the Chair of the APC has to be a faculty member and that this is not a decision of the APC but rather a decision of UNL. Allen asked if this Section specified how the Vice Chair is elected. Eckhardt replied it does not specify the Vice Chair, only that the Chair must be a faculty member. Couture interjected to agree with Allen and state this statement is “circular”, this does refer to Article 2 Section 1 above which quotes the UNL Bylaws, so this is not a separate document but rather what is already quoted in this document. Couture suggested to delete “directed by the UNL Bylaws (see Article 2 Section 1),” from the first sentence in Article 3 Section 1 Officers and replace with “specified in Article 2 Section 1 above” thus this sentence would read “The officers of the Committee shall consist of a Chair and a Vice Chair, both of whom shall be selected from the Faculty Members as specified in Article 2 Section 1 above, and the Secretary, who is the Director of Institutional Research and Planning for UNL.”.

Harvey conveyed the problem occurs when you remove the statement “The Committee shall select its chair from among its faculty members.” as no one is being selected. Bolin agreed. Discussion ensued and it was determined that it was more appropriate to move the first sentence (*“The Vice-chair, who shall be a faculty member of the Committee, is the Chair-elect and will assume the office of Chair at the end of the term of the serving Chair.”*) from Article 2 Section 1 UNL Bylaws to after the first sentence in Article 3 Section 1 Officers. Allen believed language should be added that “the Vice-chair is elected” to the sentence. Eckhardt voiced the first sentence in Article 3 Section 1 deals with this topic.

Bolin clarified the following: 1) we have accepted and will move the first red italics (*“The Vice-chair, who shall be a faculty member of the Committee, is the Chair-elect and will assume the office of Chair at the end of the term of the serving Chair.”*) from Article 2 Section 1 UNL Bylaws to after the first sentence in Article 3 Section 1 Officers, 2) not to delete “The Committee shall select its chair from among its faculty members.” in Article 2 Section 1, and 3) to delete “directed by the UNL Bylaws (see Article 2 Section 1),” from the first sentence in Article 3 Section 1 Officers and replace with “specified in Article 2 Section 1 above”. Bolin asked if there were any further discussion. There were none. Bolin called for a vote on the motion. The motion passed without dissent.

Bolin stated the next revision in Article 3 Section 2 Item A Duties was somewhat of a “housekeeping” item that involved the duties of the Chair.

Keown moved acceptance of the addition to Article 3 Section 2 Item A. Bender seconded the motion.

Bolin inquired if there were any discussion and there were none. Bolin called for a vote on the motion. The motion passed without dissent.

Bolin stated the third change on page 3, under 5C, in the Long-term Planning Subcommittee, was just an addition of a sentence regarding the Vice Chair shall be the Chair of this subcommittee. She communicated we could say “long-range” in place of “long-term” for clarification purposes.

Eckhardt moved acceptance of the changes to Article 7 Subcommittees, Section 5 Standing Subcommittees, and Item C. Long-term Planning Subcommittee. Bender seconded the motion.

Discussion ensued. It was noted the term “Vice-Chair” was used in Article 2 Section 1 (which then moved to Article 3 Section 1) and for consistency purposes it was determined that in Section 5 Item C “Vice-Chairperson” should be “Vice-chair” with a lowercase “chair”. Keown commented we already call this subcommittee “long-range planning” and suggested to officially change the name of this subcommittee to “Long-range Planning Subcommittee”.

Bolin clarified we have accepted the friendly amendments of “Vice-Chairperson” to “Vice-chair” and “Long-term Planning Committee” to “Long-range Planning Committee” thus the sentence would read “The Vice-chair of the Academic Planning Committee shall be chair of the Long-range Planning Subcommittee.” and noted this sentence would replace “The subcommittee chair shall be a faculty member of the Committee and shall serve a one-year renewable term.”. Bolin reiterated all “Long-term Planning Subcommittee” language would be replaced by “Long-range Planning Subcommittee” throughout the Operating Procedures of the APC. She asked if there were any further discussion. There were none. Bolin called for a vote on the motion. The motion passed without dissent.

#### Matters from Vice Chancellor(s)

Couture indicated that she would discuss a few items “on the horizon”. Couture noted that she, Chancellor Perlman, and Vice Chancellor Owens meet occasionally with the Chairs as part of the Chairs workshop. She explained last year, as a result of a recommendation of a Chairs advisory group, the Chairs asked that they have a twice-a-year opportunity for an “open conversation” with them. Couture explained these “conversations” were just an opportunity for them to share their thoughts and discuss issues of concern with university leadership. Couture announced that one of the “open conversations” is scheduled for tomorrow afternoon and noted all Chairs, as well as the Deans of the Chairs, were invited to attend.

Couture shared that UNL has also prepared a response to the written report that was the external review teams’ report for the UNL Accreditation Review. Couture reiterated that we passed the Accreditation review with flying colors; however the report also made some suggestions and the responses to those suggestions are under review now. She said these responses have been reviewed by the Senior Administrative Team; the Deans are looking at them now, and will come to APC next for APC review. Couture communicated that it was not required for UNL to make this kind of response to the accrediting agency, but we felt that for the record, it would be appropriate and helpful to the next accreditation team ten years from now to hear what we in fact did in response to the report.

Couture also announced that the Chancellor had an opportunity to distribute some funds that are in response to an increase to the enrollment. She stated we are going to release approximately \$500,000 in funds across Academic Affairs to our colleges who submitted appropriate proposals, based on increased student enrollment, for increasing faculty positions. Couture said this was the first year we were able to distribute funding based on enrollment growth and expressed that she is delighted that we had this opportunity.

Bolin asked if there were any questions.

Eckhardt questioned an on-line survey that had come to faculty recently with regards to UNL framing a grant proposal. He said this survey was mentioned by a colleague and he had no idea on its veracity; however, he would like to voice his concern if this survey would possibly be used for an NSF (National Science Foundation) ADVANCE grant, which would favor a faculty subset, for example the Science and

Engineering faculty. He indicated he would not want to participate in this type of activity as he was aware that at other institutions in these targeted programs, particular faculty would receive release time at the expense of other faculty taking on additional loads.

Couture replied that several questions were just asked and she would respond to each individually. Couture stated yes, UNL has applied for an ADVANCE grant and that there are several faculty and departments who have been involved. She noted the NSF program is widely applied to by research universities across the country and stated we are one of those research universities that hope to benefit from those ADVANCE funds. So, yes UNL is a part of that process. Couture acknowledged there was a survey that did go to faculty. She stated the results of the survey are to be part of a research project by individual faculty members, and these results may have some implications for the advance grant. But, these faculty members are also conducting an individual research project. Couture noted the investigators received clearance through the Office of Research for conducting that research. Couture conveyed that individual research may have some implications for our progress on the ADVANCE grant but it is not a central part of the ADVANCE grant. It is something that we can certainly point to as another activity related to the ADVANCE application. Paul conveyed his agreement with Couture's answers.

Bolin inquired if there were further questions for Couture and there were none.

She asked Paul if he had any topics to discuss. Paul conveyed he had three informational topics to discuss and are as follows:

- 1) Paul said the UNL Research Fair would be held next week on Tuesday, Wednesday, and Thursday, April 1, 2, and 3. Paul voiced his excitement in the number of agencies from all difference sectors that would be attending and conveyed to view the Office of Research website. [For reference information on the Research Fair can be view online at: <http://research.unl.edu>.] Paul invited APC membership to the Faculty Recognition Breakfast event, which will be held Tuesday morning, and also noted a lunch was planned with Legislators and business leaders with the purpose of trying to build private partnerships and educating legislature in the research areas at the university.
- 2) Paul stated the UNL Research Council and the Office of Research, along with the Office of the Chancellor, sponsor *The Nebraska Lectures: Chancellor's Distinguished Lecture Series* and communicated Patricia Cox Crews will talk at the next lecture. Paul said this event will be held on April 17 at 3:30 p.m.
- 3) Paul conveyed the Faculty Retreat this year will be from May 19 through May 22 in the Sandhills. He said the topic of this Retreat is "Climate Change" and noted we are trying to partner with the U.S. Geological Survey. Paul stated information on this topic will be on our website soon and commented the report written after this retreat will be good for research and for the State.

Bolin inquired if there were any comments or questions for Paul. There were none.

She asked Dickey if he had any items to discuss. Dickey stated he did not have any items to report except to note that Dr. Owens, Dr. Fritz, and Dr. Waller were all in Costa Rica visiting with other universities. He added that Dr. Rolando Flores, Head of the Department of Food Science and Technology, was also accompanying them and noted the brother of Dr. Flores is the Minister of Agriculture in Costa Rica so political ties are being made as well.

Bolin asked if there were any comments or questions for Dickey and there were none. She thanked all for addressing APC.

### Other Business

Bolin asked APC members to review the proposal for the name change of the "Ph.D. program in Horticulture and Forestry" to a "Ph.D. program in Horticulture" as this proposal would be on the agenda for committee action at the April 23 meeting. [Handout attached to permanent record] She asked if there were any comments, concerns, or questions on this proposal to please direct them to Shelly Green at [mgreen3@unl.edu](mailto:mgreen3@unl.edu) by April 9. Bolin noted Green would compile any questions or concerns and forward to the Department of Agronomy and Horticulture who then could prepare for the April 23 meeting. Bolin asked if there were any questions and there were none.

Bolin inquired if there were any other "other" business. Keown stated he had a couple of items to address. The first was to express sadness at the death of one of our students who took part in a study trip to Puerto Rico. He stated as he has taken students on a trip to Mexico in the past, this really "hit home." Keown stated he would like to invite Larkin Powell, the leader of the study group - as well as people from International Affairs - to address what the procedures really are in this type of situation and voiced his belief as the family had to pay to bring the body back, this was not fair to the family to pay for a tragedy like this.

Couture interjected to note the professor acted very appropriately in this situation - membership agreed - and conveyed she wished to share a couple of issues regarding this topic currently under review. She said the first issue presently being looked into is how we address procedures for all field trips. She noted that all field trips are not covered by international affairs and noted that Puerto Rico is technically not considered an international or foreign site. Couture commented she is attempting to determine which offices faculty members would go to secure approvals for field trips. Secondly, she said, the issue of carrying student insurance on field trips is really an important one. Couture said the issue of insuring students' against costs for re-patriating a deceased individual, as unpleasant as it is, is one that requires attention. She stated it is unfortunate that a tragedy brings these things to our attention, but we do need to have procedures to handle such rare events and we must be assured that faculty members are educating students on the costs incurred if they are injured or if a death occurs.

Keown voiced he was aware of the insurance that covers if there is a sickness or medical evacuation; however he was unaware that this insurance did not cover getting the body back and feels this issue should be addressed. Couture reminded him that there is an additional insurance that can address this and agreed all students and faculty members should be aware of this.

Keown stated the second issue he would like to address is whenever one of his students goes on a field trip; the secretary must fill out a form for \$0.25 per person per day for insurance. He voiced his belief this is not only time consuming but a waste of resources and wondered if a blanket policy to cover costs incurred for field trips sponsored by faculty or a way that students could be charged (such as an extra dollar in the student fees) could be a solution to this issue. Bolin responded from the APC's point of view, at this time, we should only review the procedures, not extend invitations or suggestions. Couture agreed and added she had already spoken to the Senior Administrative Team and this topic would go to the Deans next. Couture concluded while one wants a balance creating a safe and effective environment for our students and teachers, we must not overburden them so that people would be discouraged from doing trips. Bolin stated we look forward at some point to talk regarding "trip policy" from Couture in the future.

Eckhardt stated, while on the subject of travel, he had a matter he was uncertain whom to direct to, most likely the Vice Chancellor of Business and Finance; however he would direct the question to Paul. Eckhardt conveyed he would like to voice his dissatisfaction on the vehicle rental policy. He said this

policy stated if you drive a vehicle on university business, even your own personal vehicle, your driver's record for the last three to five years would be investigated and expressed some believe this is a great invasion of privacy. Eckhardt said it might be useful to investigate this policy. Paul replied this would be a Business and Finance matter. Bolin remarked Chris Jackson had spoken to the Faculty Senate Executive Committee recently on the use of university vehicles.

Keown conveyed he would like further discussion on the contractors used in building and remodeling and the effect that has on cost. Eckhardt and others agreed. Couture voiced possibly Vice Chancellor Chris Jackson could speak on both of those issues.

Bolin asked if there were any other business.

Solheim informed APC membership the ASUN elections were held recently and the new administration of Emily Zimmer, Katie Madsen, and Trevor Nieveen would take office next Wednesday. Solheim conveyed he and Gifford would continue to serve on the APC until their terms ended. He noted to the Committee the Senate did not recommend an increase to the academic fee for the library, which was the dollar credit hour per student. He said this was confirmed in a survey question on the ASUN election – 2 to 1 – against increasing the fee. Solheim also told of an item of interest, that ASUN would consider tonight and the Faculty Senate would consider next Tuesday, a request to Chancellor Perlman to create the Chancellor's Commission on Environmental Sustainability. Solheim stated the Commission would be faculty and student driven but would also involve administrators. He voiced hopefully this would serve as a vehicle for change on campus.

Bolin inquired if there were any further comments or questions. There were none.

The meeting was adjourned at 4:30 P.M.

Respectfully submitted,

Michelle (Shelly) Green  
APC Coordinator