

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

**Approved Minutes
January 25, 2012**

Members Present

Zoya Avramova	Gerard Harbison	William J. Nunez
Dwayne Ball	Stephen Lahey	Donde Plowman
Miles Taft Bryant, Chair	Christopher Marks	Patricia Sollars
Jennifer Brand	Martha McCollough	
Ronnie Green	Jack Morris	

Members Absent

Sylvia Jons	Prem S. Paul
Gary Kebbel	Ellen Weissinger

Others Attending

Ted Weidner, Assistant Vice Chancellor, Facilities Management and Planning
David Hardin, Department Head, Veterinary and Biomedical Sciences; Associate Dean, College of Agricultural Sciences and Natural Resources
Margaret Miller, Manager, FM&P Facilities Plan and Construction
Barry Shull, Director, Facilities, Office of Vice President/Vice Chancellor
Patrick Dussault, Dean, Graduate Studies
Brian Moore, Associate Professor, School of Music; Chair, University Curriculum Committee

Bryant stated a quorum was present and called the meeting to order at 3:05 p.m.

Consent Agenda

Bryant inquired if there were any additions or revisions to be made to the agenda and there were none.

Approval of the Agenda (Minutes from the December 7, 2011 general meeting included) was moved by Harbison and seconded by Ball. The Agenda was approved without dissent.

Bryant stated Announcements were next and is as follows:

Bryant informed membership that Lane Carr regretfully had to resign his position on the APC because of a time conflict with a class needed for graduation. Bryant relayed ASUN/Carr would be appointing a new student to represent undergraduates soon. He asked membership for their approval to write a formal letter to Carr to thank and commend him for his service and quality of his contributions to the APC. Membership unanimously agreed.

Action Items

1. Project Initiation Request for College of Business Administration Replacement Building

Bryant introduced the proposal and indicated in each member handout packet was a copy of this Project Initiation Request (PIR) [attached to permanent record]. He stated Nunez was the chair of the APC PIR subcommittee that reviewed this proposal before bringing back to full APC for its consideration.

Nunez stated Avramova and Ball (Carr as well; however had to resign) were the other members on this subcommittee and told Avramova would discuss this item and that Ball would discuss the following PIR item.

Avramova informed membership this subcommittee met on January 18 and that Donde Plowman, Dean of CBA (College of Business Administration) and Scott Hunt, Facilities Plan and Construction described the proposed proposal to them. Some areas discussed were as follows: 1) the location in the southeast corner of 14th & Vine streets where the proposed CBA building would be constructed as well as a description and dimensions of the proposed building; 2) the current CBA building was built in 1919, most recently renovated with additional space in 1993, with an average of 34 gross square feet per student which is considerably less than business school facilities in the Big Ten; 3) the intention of CBA to grow its current student enrollment and that plans were in place to expand and add programs plus programmatic growth in other areas – Leadership Institute, Center for Entrepreneurship, and a Supply Chain initiative; 4) the need to increase faculty and staff to accommodate this growth; and, 5) the estimated project cost, which is to come from private donations. Avramova stated this was a well thought out proposal accepted by the faculty. She conveyed the subcommittee recommends APC approval of the Project Initiation Request for College of Business Administration Replacement Building and introduced a motion to do so. As a motion from a subcommittee, no second was required.

Nunez noted Ted Weidner from Facilities was present to answer questions on the project, if needed.

Bryant welcomed guest Ted Weidner and noted Dean Plowman was also present at today's meeting. He then asked if there were any questions or discussion.

McCollough noted traffic in the proposed building location area, as well as nearby areas such as Morrill Hall where buses regularly unload school children, is already high and wondered with the addition of this building if traffic and pedestrian management plans were being considered. Weidner responded we have engaged HDR, an engineering planning firm out of Omaha, to assist us with a sector study in the area of 14th & Vine to address many of the issues and will give us recommendations on how to improve situations identified. He said we are aware this is a concern.

Harbison said the proposal states an evaluation of the best reuse of the space in the existing CBA building will be conducted by Institutional Research and Planning and inquired if there were any ideas on the best reuse of the space. He commented this is an old building that doesn't currently meet the needs. Nunez replied from a planning perspective most likely a consultant will be brought in along with engagement of the deans to determine priority programs to see what

would be the best and logical use of that facility. He said no decision has been made at this time and this would be a priority if this new building were to move forward.

Bryant asked if there were any further questions, comments, or discussion from membership and there were none.

With no further discussion, Bryant reminded endorsement of the subcommittee served as a motion and second and called for a vote. The APC voted unanimously to approve the proposed College of Business Administration replacement building. Bryant thanked the subcommittee for their work and guest Weidner for attending the meeting.

2. Project Initiation Request for New Veterinary Diagnostic Center

Bryant introduced the next proposal and indicated in each member handout packet was a copy of this PIR [attached to permanent record]. He asked Ball to discuss this agenda item.

Ball drew attention to the attached map in this PIR and said the current Nebraska Veterinary Diagnostic Center (NVDC), built in 1975, is a small building located on East Campus. He explained the existing NVDC is a full-service laboratory serving the entire state to protect animals and humans from health threats of disease and toxic substances. He stated this building has outlived its usefulness according to the NVDC and currently is hampered by severe space limitations, deteriorated and aged facilities and life safety and American Association of Veterinary Laboratory Diagnosticians (AAVLD) accreditation deficiencies. He said “the existing NVDC was designed and built for a different era with a different set of problems” and that the facilities are no longer sufficient to address emerging pathogens. He told the proposed project will construct a new NVDC east of the existing greenhouse complex and west of Life Science Annex. He said this area is a playing field adjacent to the existing Veterinary Complex and noted that no parking would be taken. He stated a new stand-alone NVDC will bring the obsolete facilities to a 21st century state-of-the-art Veterinary Diagnostic Center. He conveyed funding for the project will be requested from the Nebraska State Legislature. Ball conveyed the subcommittee believes this has minimal impact on other programs and all the effects are positive thus recommends APC approval of the Project Initiation Request for a new Nebraska Veterinary Diagnostic Center and introduced a motion to do so. As a motion from a subcommittee, no second was required.

Bryant welcomed guests David Hardin, Barry Shull, and Margaret Miller who were present to answer questions, if needed. He then asked if there were any questions, comments, or discussion.

McCollough commented she thought Governor Heineman had vetoed the State of Nebraska funding this initiative specifically. Green explained the situation is currently there is a four bill package before the Legislature’s Appropriations Committee. He stated the Veterinary Diagnostic Center is one of the four from the University of Lincoln – the other three are a new University of Nebraska Medical Center College of Nursing, a UNMC cancer center, and an addition for the College of Nursing’s Kearney division. He said the Governor’s comments so far have been that he is for tax relief for Nebraskans and this is not the right time to be asking for additional capital

construction needs at the University. He communicated the hearing by the Appropriations Committee on this is next week.

Morris pointed out on page 3 the project will include a new Biological Sciences Lab (BSL) – 3 and that is not correct. It should be a Biosafety Level 3 Lab (BSL3). He wondered if this proposal had been reviewed by the safety team. Hardin replied that once this proposed request is approved, it would be appropriate to have the biosafety team review and approve. Green communicated Morris is correct; the lab name is incorrect and will be corrected.

Ball stated with this change the subcommittee revises its motion to approve to include the revision of the lab name.

Bryant asked Hardin - or any of the guests - if he wished to comment on this proposed project to the Committee. Hardin expressed we feel this is very important to the future of Nebraska to have a state-of-the-art facility to handle this type of work. He said he would like to mention that this is much more than a diagnostic center with diagnostic purposes, this lab has a scholarly component as well.

McCollough commented in the proposal it was mentioned the project will address “decontamination and disposal of infectious agents” and inquired how localized of an area are we talking about? Hardin replied the NVDC provides disposal for the State Government and in some cases for research on campus.

Bryant asked if there were any additional questions, comments, or discussion from membership and there were none.

With no further discussion, Bryant reminded endorsement of the subcommittee served as a motion and second and called for a vote. The APC voted unanimously to approve the proposal as amended for a new Nebraska Veterinary Diagnostic Center. Bryant thanked the subcommittee for their work and guests for attending the meeting and they thanked the APC. [Weidner, Hardin, Miller, and Shull left]

3. Proposed Change in Name of the International Studies Program

Bryant indicated the next action item was a proposal from the College of Arts and Sciences to change the program name, Bachelor of Arts (BA) and Bachelor of Science (BS) majors, and BA and BS minors in International Studies to “Global Studies”. He indicated in each member handout packet was a copy of this proposal. [attached to permanent record]. He observed it appears that the faculty involved is supportive of this proposal. He stated he would entertain a motion to approve.

Brand moved to accept the change in name, BA and BS majors, and BA and BS minors in International Studies to Global Studies. Harbison seconded.

Bryant asked if there were any questions, comments, or discussion and there were none. Bryant called for a vote. The APC voted unanimously to endorse the proposal.

4. Subcommittee Appointment for Proposal – Creation of Bachelor of Science in Supply Chain Management (College of Business Administration) [copy of proposal attached to permanent record]

Bryant indicated to APC membership that subcommittee members were needed to review the proposal from the College of Business Administration to create a BS in Supply Chain Management and asked for at least two volunteers for this subcommittee. Morris inquired why this was a Bachelor of Science and there was brief explanation and discussion. Bryant concluded the hope was that this proposal be brought back to the full APC at its next meeting for discussion and voting.

Harbison [subcommittee chair] and Brand volunteered to serve on this subcommittee.

5. Subcommittee Appointment for Proposal – Creation of Graduate Certificate in Financial and Housing Counseling (College of Education and Human Sciences) [copy of proposal attached to permanent record]

Bryant indicated to APC membership that subcommittee members were needed to review the proposal from the College of Education and Human Sciences to create a graduate certificate in Financial and Housing Counseling and stated at least two volunteers were needed for this subcommittee. He said a copy of the proposal was in each member handout packet and the hope was that this proposal as well be brought back to the full APC at its next meeting for discussion and voting. He asked if there was any discussion on this proposal before he asked for volunteers.

Plowman asked for explanation on how graduate certificates work? Are these certificates that are for regularly enrolled students so that it designates some sort of specialization or is this to recruit students who just want this set of courses? Dussault stated a certificate serves a dual purpose and they can cross into multiple disciplines, basically the student has to be an enrolled graduate student, they do not have to be in a degree program.

Marks wondered what role this Committee has in the process of reviewing graduate certificate proposals. Bryant stated there has been previous discussion and asked Nunez to explain. Nunez told there has been previous conversation. He said reviewing graduate certificate proposals is mainly a practice, not a formalized policy. Brief discussion ensued and concluded with the possibility to further discuss the role of the APC in the process of reviewing graduate certificates at a future APC meeting once Coordinator Green has compiled a past history of discussions on this matter.

There being no further discussion, Bryant asked for at least two volunteers for this subcommittee. He expressed he would like to volunteer to serve on this subcommittee if there were no objections. There was none thus Bryant [subcommittee chair] and Marks volunteered to serve on this subcommittee.

6. Subcommittee Appointment for Proposal – Creation of Graduate Certificate in Digital Humanities (College of Arts and Sciences) [copy of proposal attached to permanent record]

Bryant indicated to APC membership that subcommittee members were needed to review the proposal from the College of Arts and Sciences to create a graduate certificate in Digital Humanities. He said the hope was that this proposal be brought back to the full APC at its next meeting for discussion and voting. He asked if there were any comments on this proposal and there were none. He then asked for at least two volunteers for this subcommittee.

Lahey [subcommittee chair] and Sollars volunteered to serve on this subcommittee.

7. Nomination and Appointment of APC Vice Chair and Chair-Elect

Bryant said the next item of business is the election of the Vice-chair. He recalled previous discussion of Lahey's sabbatical next Fall, in particular his position as APC Vice Chair and Chair-elect. He said Lahey could be nominated and appointed the following year upon his return. He reminded the Vice-chair, who shall be a faculty member with more than one year left of his or her term, is the Chair-elect and will assume the office of the Chair at the end of the term of the serving Chair. Additionally, the Vice-chair of the APC is the Chair of the Long-range Planning Subcommittee. Nunez added with the revisions to the Operation Procedures of the APC, and if the Chair is in his or her third and final year of his or her term, this person typically returns to the APC as the designee of the President of the Faculty Senate. Bryant stated eligible members are as follows: Gerard Harbison, T. Jack Morris, and Christopher Marks.

Bryant opened the floor to nominations for the Vice-chair and Chair-elect of the Academic Planning Committee. McCollough nominated Harbison and Ball seconded. Bryant asked if there were any other nominations. McCollough moved to close the nominations and Ball seconded. Gerard Harbison's appointment was approved without dissent. [Moore arrived]

8. Academic Program Review Monitor Appointment – Department of History

Bryant indicated that a member was needed as an APR monitor to the Department of History. He referenced the 2011-2012 APR Schedule in each members handout packet. [attached to permanent record] He noted for informational purposes there was also an updated 2010-2011 APR Schedule in each handout packet. [attached to permanent record]

Bryant asked for a volunteer. Marks volunteered to serve as the APR monitor. The appointment was supported by APC membership.

9. Academic Program Review Monitor Appointment – Department of Political Science

Bryant indicated that a member was needed as an APR monitor to the Department of Political Science. Again, he referenced the 2011-2012 APR Schedule in each members handout packet.

Bryant asked for a volunteer. Morris volunteered to serve as the APR monitor. The appointment was supported by APC membership.

10. Academic Program Review Monitor Appointment – Department of Modern Languages and Literatures

Bryant conveyed through Coordinator Green that Weller had expressed interest in serving as the APR monitor to the Department of Modern Languages and Literatures, unless there were objections from membership and there were none. His appointment was supported by APC membership. [Nunez left]

Committee/Subcommittee Reports

Bryant indicated committee/subcommittee reports were next on the agenda.

1. Project Initiation Request (PIR) Subcommittee

Bryant noted that Nunez, subcommittee chair, had a meeting conflict therefore had left. There was no report.

[Note the order of the agenda was changed by the APC Chair]

Discussion Items

1. APC Representation on the University Curriculum Committee

Bryant welcomed guest Brian Moore who was invited to the APC to have a conversation on the role and contribution and value of the APC representative to the University Curriculum Committee (UCC) and should this role continue. He then asked Morris, the APC representative to the UCC, to further discuss.

Morris told that he felt he was “rubber stamping” course changes and wondered on his role on the UCC. Bryant added in previous APC discussions, some members felt perhaps the APC representative need not be an active participant on the UCC; however there was recognition that in terms of large curriculum matters that impact academics on campus the UCC plays a major role and the APC representative should be involved in those sorts of matters. Moore said this discussion comes at a good time as they are in the process of looking at the UCC syllabus in terms such as ways to streamline the process and possibly restructuring the UCC. He expressed he also feels the UCC in recent years has basically “rubber stamped” courses - except for ACE (Achievement-Centered Education) courses. He noted the UCC is not charged with any kind of oversight as related to college programs.

Morris asked for clarification that the UCC is the only committee for oversight for course changes, conflicts and/or duplication. Moore replied that is accurate.

Discussion ensued on bulletins, course suppressions and suspensions, and that clean up should occur with course listings. Plowman remarked from a college standpoint there is a lot of effort

and time taken to enter the courses and to make sure all the courses are in there while making certain deadlines are met and wondered what could be done to solve some of these issues such as “rubber stamping”. Moore voiced it feels perhaps a superficial last approval step before entry into MyRED and the bulletin. He would like to see a more streamlined process with course changes and to see some sort of mechanism where when a department changes a course, it would trigger a question asking does that change of course affect something else and then cascade down.

Green observed with the University to discuss enrollment management and enrollment growth over the next near term to make goals this should be brought up. This is an opportune time to be looking at capacity.

Discussion concluded that 1) the APC representative continue to serve on the UCC as a voting member and 2) a subcommittee consisting of the Chairs of the APC and the UCC, the current APC UCC representative, and a Dean representative be formed - after consulting with Senior Vice Chancellor for Academic Affairs - to discuss the policy role of the University Curriculum Committee. Bryant thanked Moore for attending this APC meeting. [Moore left]

Committee/Subcommittee Reports

Bryant indicated committee/subcommittee reports would resume.

2. University Curriculum Committee (UCC)

Morris stated he did not have a report.

3. Aesthetic Review Committee (ARC)

Avramova informed she was unable to attend this committee’s last meeting as she was out of town attending a panel meeting so she has no report.

4. Long-range Planning Subcommittee

Lahey stated this APC subcommittee has not met since the APC last meeting and has no report. He remarked this subcommittee should meet again sometime within the next two weeks and at that time he would hand over the Chair duties to Harbison.

Bryant thanked Lahey.

Discussion Items

Bryant indicated discussion items would resume.

2. Matters from Vice Chancellors - Academic Affairs, Institute of Agriculture and Natural Resources (IANR), and Research and Economic Development

Bryant commented before Green discussed any matters he would like to mention the list of recommendations on IANR’s Innovating Agriculture and Natural Resources that Green had

brought to the attention of the APC. He said to Green direction is needed as it is unclear if the APC can be helpful on any of these recommendations.

Green said he would be happy to discuss this but first would like to make a brief comment and then share a few updates. He mentioned he has had to regretfully miss an occasional APC meeting due to his schedule and would like to inquire on the policy of sending a proxy or a substitute in his place. He asked for APC's guidance on this matter.

Green stated he read in the last APC meeting minutes there had been discussion regarding the plan moving forward on allocation of replacements from the VSIP and that Weissinger had spoken on the Academic Affairs side. He remarked it's fair to say that Academic Affairs and IANR are in sync regarding how they will handle this. He shared they are launching into the process now and that there is a standing monthly working group with all department heads in IANR. He communicated they also are working toward a summer retreat where essentially resource allocations will be a topic. He mentioned other topics will be the Chancellors five goals.

Green said another update is that IANR is in the middle of some leadership changes. He told next week an announcement will be made on four finalists for the position of Cooperative Extension Division dean. He said these candidates will interview on campus in February and March. He told a number of department heads are in transition including Biological Systems Engineering and the School of Natural Resources. He said the department head of Agronomy and Horticulture is in an interim situation as well. He informed IANR departments have Heads, not Chairs. [Bryant left]

Green said relative to the IANR to 2025 question they are fairly advanced in that now. He said they are in the implementation phase of 35 of the 52 recommendations already and indicated if any of the recommendations impact the APC, they will be brought to the APC. He said the 11 remaining recommendations have university-wide implications such as policy and F&A. He stated these are not at the stage yet for university wide level discussion.

Harbison noted Bryant had to leave the meeting so he has assumed the role of chair. He asked if there were any comments or questions.

Brand asked regarding the 11 remaining recommendations what sort of mechanisms have been discussed to get the conversations going on campus. Green said the mechanism is that conversations are currently being engaged with the appropriate investigator or unit. For example if it is F&A then Prem Paul, VC of Research and Economic Development would be involved. Brand shared her concern that faculty on East Campus is more involved and that faculty on City Campus may not have the opportunity to be more involved. Green replied he believes this won't happen as by default some of the faculty where questions are being raised from have feet and/or departments in both campuses. He said he will keep the APC informed on this.

Harbison asked if there were any further comments or questions and there were none. He thanked Green.

Other Business

None

There being no other business, Ball moved and Brand seconded to adjourn the meeting. The meeting was adjourned at 4:30 p.m. The next meeting of the Academic Planning Committee will be held on Wednesday, February 8, 2012, at 3:00 p.m. in the City Campus Union.

Respectfully submitted,

Michelle (Shelly) Green
APC Coordinator