Rosson called the meeting to order at 9:10 a.m. Minutes from the April 28 meeting were revised and approved without dissent. Rosson introduced Susan Hallbeck, who will be representing the Physical Sciences faculty on the APC beginning August 1. Rosson changed the order of business because the chair of the Academic Program Review Subcommittee was not present.

Long-Range Planning Subcommittee
Keown referred to a document dated April 28, 2004 that he distributed at the previous APC meeting. The document proposes a definition of tenure home as being the whole UNL campus. He said the Executive Committee of the Academic Senate wants a document stating that tenure is granted at the campus level and the Academic Senate, APC and the Academic Rights and Responsibilities Committee should jointly produce this document. Professor Jim McShane is working on a longer version of the definition that will include references to the Bylaws and other documentation. The definition is intended to locate tenure in the faculty member’s own campus and not in any other campus of the University of Nebraska. The text of the statement follows.

The Academic Planning Committee feels that there should be a distinction made between where tenure resides and the tenure home. Tenure should reside within the institution as is addressed in paragraph two. The “tenure home” should be the Department or College or Program in which the faculty has academic preparation and performance. In order to provide input into academic programs and courses, research endeavors and out-reach programs, the faculty member needs to have a tenure home that is not the tenure granting institution.

Considering the current dynamics of the University community in dealing with budget reductions and the changing roles of faculty, the Academic Planning Committee feels that a determination should be made designating the Institution, for example, UNL, UNO and UNK and the Medical Center, as the tenure home. This designation will give
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faculty more security when departments or colleges are merged or transfer from one college to another [and] is in the best interest of the University and faculty member. This designation will also help faculty in determining their future research, teaching or outreach responsibilities. Universities will undergo major reorganizations and reallocations of funds in the future and this policy will put the best interests of the faculty and students in a more constructive light.

A survey report was sent by the Long Range Planning Committee of APC requesting information from our peer institutions on where they designated a tenure home. Purdue, Colorado State, University of Missouri, University of Colorado and Iowa State all indicated that tenure resided at the departmental level. Ohio State indicated that tenure resided at the college level. The University of Kansas and the University of Iowa have tenure within the University. The University of Illinois and University of Minnesota did not respond to the survey.

Rosson suggested striking the beginning clause of the first sentence of paragraph 2 and starting the paragraph with, “The Academic Planning Committee.” He thought it would be good to emphasize the benefits of campus-wide tenure on multidisciplinary research, interdepartmental cooperation, and programs that rely on jointly appointed faculty and avoid referring to a particular situation. Hallbeck said it is important to assure people that tenure would be at the campus level, not at the system level. The APC agreed that Keown should continue to work with ARRC and the Academic Senate on the definition. Keown said he will email the members about the progress of the resolution.

Keown suggested that a listserv be set up for ease of communication among the APC members. Kramer said there is a listserve already in place for APC that hasn’t been used for several years. Lotus Notes is easier to use for setting up and editing small groups. Rosson suggested Blackboard might be used for APC communications.

Keown said he and Lee had met with Dean Ellen Weissinger of Graduate Studies. They concluded that they would like to query deans and chairs as to whether low stipends are causing lower graduate enrollment. Nunez said Institutional Research and Planning could help with survey development. [Martin arrived.] Hallbeck said another question that might be useful is what type of graduate students are coming to the university. Foreign students may be coming to campus without support from the university, thereby lowering the number of assistantships. Keown said according to Weissinger, UNL’s international graduate student applications are down by 33.8 percent. Intensive recruitment efforts are underway to reverse the trend.

Lee asked why the APC is involved in researching graduate stipends. Rosson said APC is following its mandate to be actively involved in planning for the University. Keown said it is better to have a study of the graduate student situation done by a university-wide committee such as APC rather than Graduate Studies.

Martin said professional organizations would be good sources of information on graduate assistant stipends in comparison with other universities. He said in some disciplines even $30,000 is not enough to attract graduate students. The University should work on getting undergraduates interested in
graduate school before they start looking for employment at the Bachelor’s level. Keown said he would continue working on graduate student issues over the summer.

**Academic Program Review Subcommittee Report**

Martin distributed a report from the subcommittee. [The report is attached to the permanent record.]

A table on page 3 of the handout shows that APRs take about eight months to complete from the time of the campus visit to the final report by the APC member of the team. He said the content of reviews seems appropriate and the time to completion is not excessive. He said there was one case, the accreditation review of Art and Art History, in which the APC representative was restricted from full participation. The subcommittee objected to another APR in which the chair of the review team wrote the report without input from the other team members. APC members said it was more typical for the review team to get together on their last evening and draft the report. Rosson said the new APR Guideline should clearly state the role of the APC representative as a participating member of the review team. APC agreed that all facets of the review should be open to the APC representative.

The Subcommittee recommended that the APC representative have one month rather than 90 days to forward his or her report to the Chair of the APR Subcommittee following the receipt of the Unit’s response. Martin said the report by the APC representative finalizes the review, so if a hearing by the full APC is needed, the APC representative should make that recommendation. Weiss commented that only one member of the Art and Art History APR team visited the textiles department. Martin said the APC could not oversee the amount of participation by the review team. Issues that need to be addressed by the review team should be identified in the self-study document. It was noted by several members of the APC that they have received self-studies ten days to two weeks before the campus visit, not the 30 days required by the APR Guidelines.

**APR Subcommittee Recommendations on Content of APC Representative’s Report**

The subcommittee developed a template for the APC members’ reports. The template is to include six primary elements:

1. General comments about the Unit evaluated and the general nature of the review.
2. A brief description of the Self-Study Document developed by the Unit.
4. A summary and discussion of the recommendations of the APR Review Team.
5. A summary and conclusions about the overall review should be provided by the APC Representative.
6. A recommendation regarding the need to hold a formal hearing before the full Academic Planning Committee regarding the review process or results of the review. It was felt that the APC Representative was best qualified to make a recommendation to the APC Subcommittee on APR Reviews. The Representative should contact the Unit leader and the responsible Dean to solicit their desires for a hearing.

**Motion**

Martin moved and Keown seconded to incorporate the recommendations of the APR Subcommittee into the APC Operating Procedures at Article 5, Section 1 with the statement, “Refer to Attachment A for a template for the APC Representative’s Report.” Attachment A would include the six items
recommended for inclusion in the APR report, the template for the report, and an example of a report using the template.

It was noted that Article 8 of the Operating Procedures requires introduction of a proposed amendment at a meeting prior to approval of the amendment. The motion to amend the Operating Procedures was tabled. [Perlman arrived.]

Mitchell said the Guidelines should specify APC’s involvement in accreditation reviews. The subcommittee recommended that the APC request the Senior Vice Chancellor for Academic Affairs to survey Deans and Unit Chairs/Heads of accredited units and others that do not participate in the APR process as to their suggestions for including the APC in their reviews. Nunez said Institutional Research and Planning would be glad to help with the survey.

Chancellor’s Briefing
Perlman thanked the APC for the work completed on budget cuts, project initiation requests and proposals during the 2003-04 year. He said during the next fiscal year a reduction of half a percent would be assessed against the University. Enrollment declines cost the system another million dollars, of which half was accounted to UNL. Partial restoration of previous cuts, at APC’s recommendation, leaves $600,000 still to be cut from the budget. Perlman said the UNL administration had tried very hard to find places for tenured faculty whose positions were eliminated. In a few cases there were no suitable positions available.

On the positive side, this year’s budget freed the University of Nebraska from its obligation for deferred maintenance. There is about $1 million to find but it is not expected to have a direct impact on academic programs. Administrative consolidation and cuts should cover most of the $1 million; however, no budget recommendations will be made until the fall semester. At that time APC can determine whether hearings will be needed.

The budget request for the next biennium, 2005 to 2007, is coming up. Increases of about 3.7 percent the first year and 3.4 percent the second year are anticipated. The increases are for operating costs, Programs of Excellence, diversity, and need-based financial aid. In addition, there will be salary increases. Each percent of salary increase costs $4.3 million.

Perlman said, regarding Programs of Excellence (PoE) funding, there is a question of supporting existing programs or funding new ones. It is necessary to reevaluate past funded PoEs for possible changes. Other departments should be invited to contribute to campus priority programs. There should be a broader plan of engagement to improve programs. Rosson said APC’s past evaluations of PoEs were not based on coordination and cooperation between units.

Perlman said UNL is taking the position that we cannot continue to be as financially cautious as we have been the past few years. Deans have left faculty lines vacant to save money for existing needs. As a result the number of faculty has declined. Mitchell asked how severe the problem is. Perlman said half the usual number of new faculty have been hired over the past few years but hiring is now increasing.
A new University President will be selected shortly. Perlman said the new President will probably want strategic plans from the campuses. Several elements of a strategic plan are already in place at UNL. The 20/20 Vision, with slight revisions, could be the vision statement. The Chancellor asked the faculty to expand the vision to undergraduate education. The Academy of Distinguished Teachers developed a white paper on undergraduate education that is a historical treatment, not a vision statement. The Transitions to University Task Force Report is a helpful account of the undergraduate experience. The Programs of Excellence, the Blue Sky Report and the report on Quality Indicators are all components of UNL’s action plan. At the Chancellor’s Retreat in June the Senior Administrative Group will pull together items to begin work on a strategic plan. Perlman said the APC will be involved in writing and formulating the strategic plan. The new Senior Vice Chancellor for Academic Affairs will also be involved in the process. The focus will be on priorities and on measurable outcomes.

Lee asked Perlman to explain retention and enrollment issues. Perlman said tuition increases seem to have an impact on enrollment, not because they raise the cost of education so much but because there is misunderstanding about how much people actually pay for their education. A 15 percent tuition increase is not equal to a 15 percent overall increase in costs. Pell Grant recipients are not affected at all by tuition increases. There is a need to educate people about the true costs of education.

Perlman said recruitment efforts are good. UNL is seen as a quality school across Nebraska. Questions of academic merit affect the number of transfer students, as do the additional requirements at UNL. Essential Studies (ES) and Integrative Studies (IS) requirements are seen as roadblocks by some transfer students. They ask, “Why does UNL need 128 hours for a degree when other universities only require 120 hours?” The extra requirements often add a fifth year to the time needed for a degree, which is expensive both for the student and for the institution.

Lee asked about retention of students. Perlman said UNL is successful in keeping students a second year. Freshmen and sophomores are more engaged with the University than are upper division students. Students are more prepared for college, but the trend is for upper division students to be less involved and leave. Martin asked if advising could be a factor. Perlman said the ES/IS requirements are a larger problem. Advisors have difficulty interpreting the ES/IS requirements in addition to working with the student on career goals and major and minor requirements. Lee asked if the low engagement of upper-division students was primarily from transfer students. Nunez said UNL has good retention of transfer students, but they report that advising is a problem for them. Perlman said a recent student engagement survey doesn’t differentiate between transfers and continuing students.

Morris asked if the cost of the University or a perception of its value was a deterrent to students. Perlman said it’s not a value question. It’s a conflict between accepting transfer credit and convincing people that it’s better to spend all four years at a research university. Keown asked whether NU might charge in-state tuition to students from North Dakota and South Dakota. Perlman said those states already enroll many students at UNL at out-of-state rates. If the University stops charging out-of-state tuition it would need to enroll 6,000 more students just to break even. Keown asked if children of illegal immigrants might be granted in-state tuition rates. Perlman said UNL favors the proposal but the Legislature does not.
Lee asked what the University is getting out of the J D Edwards program relative to its cost. Perlman said UNL has been trying to reduce the per-student cost. Initial funding was less than expected, although more private funding may be available in the future. The program’s value is that it attracts high ability students, and this affects the whole university, not just the J D Edwards program. One high-ranking student’s choice may impel others in his or her school to attend UNL.

Rosson said that the Bylaws of UNL give APC the responsibility to participate in processes related to strategic plans and goals of the university. APC is also responsible for studying and evaluating academic programs. He indicated to Perlman that APC does not hear what’s going on in departments that are not involved in the APR process, such as departments that have accreditation reviews. APC needs to find out more about these units. Perlman said he is sympathetic to that aim. He wants APC to be involved in any review and campus visit. Rosson said there would be a document from APC within the next few weeks proposing participation in accreditation reviews. Perlman said he welcomes a conversation on review processes. Martin said APC will recommend changes to the APR process in conjunction with changes made by Academic Affairs and IANR to the Academic Program Review Guidelines. Perlman said he would support that. He asked APC to send the document to him and he would refer it to IANR and Academic Affairs with his endorsement.

Rosson asked about electronic sharing of information between different campuses of NU. Perlman said student information systems are being considered that will be compatible but they will be very expensive. Academic requirements vary between campuses and add another difficulty to be overcome.

Rosson said APC has been discussing concurrent credit for high school courses, and the problem of transfer credit from other institutions that have accepted concurrent credit. Mathematics and foreign languages were given as examples of departments that have been successful in testing incoming students for credit and for placement in UNL classes. The Advanced Placement exam is a standard by which we can evaluate the students’ knowledge of the subjects. But the students are not taking these exams because they are finding easier ways around this exam in which they still receive credit. A large percentage of dual credit transfer courses have AP exams that could be utilized by the UNL departments to test the students’ knowledge of the course before the transfer credits are accepted towards fulfilling degree requirements.

Perlman mentioned several upcoming capital construction projects that are being funded by private donors. They include the University Child Care Center, the Quilt Study Center, the Culture Center, and additional research space.

Rosson asked about problems with parking on campus and the impact of the Antelope Valley Project on parking permit costs. The Antelope Valley project was not supposed to be subsidized by the faculty, staff and students of UNL. The latest Scarlet indicated there would be significant parking fee increases due to the Antelope Valley project. Rosson indicated that either this message is wrong and it needs to be changed or we have to be honest about the fact that the people of UNL are subsidizing the true construction costs of the project. Perlman said the problem predated the Antelope Valley Project. We are paying now for years of not planning for future parking. Antelope Valley money is building the 14th and Avery parking facility. UNL’s policy is that funding for new buildings has to cover the expense of replacement parking.
Nunez pointed out that the Campus Master Plan envisions a pedestrian campus. The green areas and peripheral parking are in line with the Master Plan. There is a problem with parking garages being used as long-term parking by students who live on campus. Financial incentives are being considered to persuade on-campus students to move their vehicles out onto surface lots. Rosson said that perhaps we are at the point where we need to re-evaluate our parking policies, especially for the undergraduate students who can literally park their cars next to their dorms and leave them parked indefinitely. Mitchell said concerns about parking affect the faculty’s participation in off-campus activities. Rosson said that the lack of inner-campus parking affects inter-disciplinary research collaboration and campus committee participation. Perlman agreed that moving between campuses is a concern.

Lee asked what good news Perlman had to share. Perlman said that research in science is very active, and research in social sciences is improving. Students are pleased with their experiences at UNL. Cooperative extension is better serving the state. The University has been successful in convincing the people of the state of the University’s value to them. Constituents’ support has reversed some proposed budget cuts. Perlman said he wants the University to keep improving. [Perlman left.]

APR Subcommittee Recommendations on Reviews of Non-APR Units
After a brief recess, discussion of reviews of accredited departments resumed. Rosson asked if the Subcommittee had a recommendation to send to the Senior Vice Chancellor for forwarding to the Deans and Department Heads. At the bottom of page 2 of the subcommittee’s report is the statement:

> Therefore, the subcommittee recommends that the APC request the Senior Vice Chancellor for Academic Affairs to survey Deans and Unit Chairs/Heads for accredited and similar Units, as to procedures for inclusion of the APC in the review process for accreditation and similar evaluations. The subcommittee recommends that the results of the inquiry, and recommendations from the Senior Vice Chancellor on the process, be made available to the APC early in the fall term of 2004/2005.

The APC approved the recommendation by consensus. Nunez and Rosson said they would email the committee with the results of the survey and recommendations for including APC in the accreditation review process.

Resolution on Budget Reduction Procedures and Dismissal of Tenure-Track and Tenured Faculty
Lee proposed a resolution at the April 28 meeting that was considered again. Weiss asked him if the statement was what the affected faculty wanted. Lee said he did not ask them. At the time of the budget hearings, affected faculty protested that they got notices before the APC hearing and recommendation process was completed. Martin said some faculty members who received notices left the University before the APC hearings could begin.

Motion
Lee moved and Hansen seconded, “When the university administration proposes program elimination, tenure-track and tenured faculty dismissal notifications must come only after the Academic Planning Committee review has been completed.” The motion passed without dissent.
Motion
Weiss moved and Mitchell seconded to thank Rosson and Lee for their service to APC over the past three years. The motion passed unanimously.

Other Business
A summary of APC activities for the 2003-04 year was distributed to the members. Rosson said it had been a busy but rewarding experience serving as chair of the committee.

Keown said he was informed that a Biosafety Level 3 laboratory could not be located within two miles of a production livestock facility. If that information is accurate, it would affect the location of two facilities that APC recently endorsed. Nunez said he would check with Vice Chancellor Paul. The meeting was adjourned at 12:10 p.m.

Respectfully submitted,

Lona Kramer, APC Coordinator