

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

**Approved Minutes  
September 5, 2007**

Members Present

Mary K. Bolin	Barbara A. Couture	Dwayne Ball
William J. Nunez	David Fowler	David Solheim
Steven S. Waller	Craig J. Eckhardt	Sarah Morris
Jamie Radcliffe	F. Edwin Harvey	Jeffrey F. Keown
John Bender		

Members Absent

Prem S. Paul	John C. Owens	David H. Allen
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Bolin called the meeting to order at 3:05 P.M.

Welcome

Bolin welcomed all members present. Bolin stated the meeting agenda was fairly long but mostly consisted of APC business items.

Minutes of the Previous Meeting

Radcliffe referred to page 1, Others Present, and requested that the spelling of Andrew John (Jamie) **Radcliff**'s name be corrected to Andrew John (Jamie) **Radcliffe**.

Approval of the Minutes from the May 2, 2007 meeting was moved by Ball. Eckhardt seconded and the Minutes with the requested revision were approved without dissent.

Meeting Schedule and Member Materials [Handouts attached to permanent record]

Bolin asked Nunez to discuss this agenda item. Nunez thanked Bolin and stated that he would discuss the academic year 2007-2008 APC meeting dates and noted the APC membership list in the packet of handouts each member received. Nunez indicated that Bolin would discuss the needed APC subcommittee and university-wide committee members. [Waller arrived] Nunez commented that Bolin and he had a discussion regarding removal of two meeting dates, December 12, 2007 and January 16, 2008, as historically these were cancelled due to the holidays. Nunez asked for member input. Eckhardt and Keown stated that the dates should be left of the meeting schedule but list as tentative meeting dates. APC unanimously agreed to this suggestion of leaving these two meeting dates on the meeting schedule as tentative.

Election of Vice Chair

Bolin called for nominations for Vice Chair of the Academic Planning Committee. Bolin pointed out the Vice Chair must be a faculty member, whose committee term does not expire next academic year. Bolin described the duties of the office with the major duty of the Vice Chair is to chair the Committee in the absence of the Chair. Fowler remarked that he would like to volunteer but his busy upcoming schedule would not allow him to volunteer. Eckhardt volunteered for the appointment. The nomination was supported by APC membership.

#### Subcommittee Appointment for Long-Range Planning

Bolin informed APC that an appointment was needed to the Long-Range Planning subcommittee and stated that three volunteers were needed.

Ball asked for an overview of subcommittee duties. Eckhardt responded the purpose of this subcommittee is to independently assist APC to make informed decisions on various academic matters. Solheim asked if the University Academy came out of this subcommittee. Eckhardt replied yes.

Waller, Eckhardt, and Keown volunteered to serve on this subcommittee. Their appointments were supported by APC membership.

#### Subcommittee Appointment for Project Initiation Request

Bolin informed APC that an appointment was needed to the Project Initiation Request subcommittee and stated two volunteers were needed.

Nunez explained the intent of this subcommittee is to gather and review all capital projects in excess of \$500,000 that impact the academic mission of the university.

Ball and Radcliffe volunteered to serve on this subcommittee. Their appointments were supported by APC membership.

#### Committee Appointment for University-Wide Aesthetics Review

Bolin informed APC that an appointment was needed to the Aesthetics Review Committee as Hallbeck's term on this committee had come to an end. Bolin mentioned she had served as Hallbeck's substitute in the past and this was a very interesting committee. Eckhardt volunteered to serve on this committee. His appointment was supported by APC membership.

#### Academic Program Review (APR) APC Monitor Appointment for Sociology

Bolin indicated to APC that a member was needed as an APR monitor to the department of Sociology and asked for a volunteer. Bolin explained the role of APC in these reviews as monitoring the process of the APR.

Eckhardt agreed with Bolin and added another responsibility of the APC APR monitor is to make sure the APR process is working properly.

Bolin reminded members of the on-line APR report template.

Bender volunteered to serve as the APR monitor. The appointment was supported by APC membership.

#### APR APC Monitor Appointment for Special Education and Communication Disorders

Bolin indicated to APC that a member was needed as an APR monitor to the department of Special Education and Communication Disorders and asked for a volunteer. Bolin reminded members of the role of APC in these reviews and of the on-line report template. Radcliffe volunteered to serve as the APR monitor. The appointment was supported by APC membership.

#### APR APC Monitor Appointment for Food Science and Technology

Bolin indicated to APC that a member was needed as an APR monitor to the department of Food Science and Technology and asked for a volunteer. Bolin pointed out the review dates were October 2-4, 2007 so coming up soon and reminded members of the role of APC in these reviews and of the on-line report

template. Waller volunteered to serve as the APR monitor. The appointment was supported by APC membership.

#### APR APC Monitor Appointment for Veterinary and Biomedical Sciences

Bolin indicated to APC that a member was needed as an APR monitor to the department of Veterinary and Biomedical Sciences and asked for a volunteer. Bolin pointed out the review dates were October 22-24, 2007 so this is another review coming up soon. She reminded members of the role of APC in these reviews and of the on-line report template. Ball volunteered to serve as the APR monitor. The appointment was supported by APC membership.

#### Appointment of Review Subcommittee for Proposal for Six Sigma Greenbelt

Bolin indicated to APC that subcommittee members were needed to review the proposal for a new undergraduate Six Sigma certificate program and asked for volunteers.

Nunez explained the responsibility of this subcommittee is to review the proposal, meet with the department and appropriate stakeholders, and prepare a report that will be brought before APC for consideration. Nunez noted that individuals submitting the proposal can be present during these APC meetings when the proposal is considered for approval or disapproval. [Morris arrived]

Fowler and Eckhardt volunteered to serve on this review subcommittee. Bolin thanked the volunteers and informed them the normal timetable is to report to the Committee on this proposal within the next two APC meetings. [Copy of full proposal attached to permanent record]

#### Appointment of Review Subcommittee for Bachelor of Science in Turfgrass and Landscape Management

Bolin indicated to APC that subcommittee members were needed to review the proposal for a new undergraduate degree program in the Department of Agronomy and Horticulture, which is a Bachelor of Science Degree in Turfgrass and Landscape Management. Bolin asked for volunteers. Fowler and Bender volunteered to serve on this review subcommittee. Bolin thanked and reminded the volunteers of the timetable she had previously stated. [Copy of full proposal attached to permanent record]

#### Issues from Vice Chancellors

Couture stated that she wished to cover three topics as a follow up to Chancellor Harvey Perlman's 2007 State of the University Address.

#### *North Central Association (NCA) Accreditation Visit*

Couture summarized for members the review teams' visit, saying the visit and outcomes were a success and that additional focused visits would not be necessary. Couture stated the accreditation experience was a model process for UNL, and the review team was very impressed with the University of Nebraska-Lincoln. Couture mentioned that the Office for Academic Affairs was in the process of creating a "mini-version" of the first two chapters of the Self-Study that was prepared for the NCA Accreditation visit for faculty. This will be used to introduce UNL to new faculty and university guests.

#### *Special Emphasis Report on Strategic Planning Process*

Couture noted that the newly adopted university-wide strategic planning process was the focus of the "special emphasis" of the accreditation review. Couture mentioned the Chancellor's approach to planning has been that the University of Nebraska-Lincoln has based its planning on three created white papers. These are: A 2020 Vision: the Future of Research and Graduate Education at UNL; The Report of the Blue Sky Committee: Intellectual Engagement and Achievement at UNL; and Transition to the University Task Force: Everyone a Learner, Everyone a Teacher. Having these reports, we have not had

need for an overall university plan; however, it is now important to summarize our overall focus in such a document. To this end, the Chancellor and others have drafted a short summary plan, which will be vetted by the Academic Deans. After reviewing this plan at the Deans Retreat on September 20 and 21, 2007, the document will be revised and then discussed by the campus community in two open forums. Couture said she looks forward to this process.

*Strategic Planning for AY2007-08*

Couture informed members the Strategic Planning process this year will be similar to last year during which the colleges were asked 1) to update their plan and/or 2) maintain the plan as is.

Bolin thanked Couture asked members if there were any questions or comments for Couture. There were none.

Other Business

Nunez drew attention to the October 3 meeting, which is the only meeting in AY2007-2008 that will be held at East Campus Union. All other meeting will be held at the City Campus Union. Nunez then mentioned that results of the Fall 2007 enrollment would be announced later that week and he would share final data with APC at the next meeting.

Bolin informed Eckhardt of the next Aesthetics Review Committee meeting date and time.

Bolin asked members if there were any questions or comments and there were none.

The meeting was adjourned at 3:40 P.M.

Respectfully submitted,

Michelle (Shelly) Green  
APC Coordinator