

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

**Approved Minutes
September 3, 2008**

Members Present

Craig J. Eckhardt	Barbara A. Couture	Emily Zimmer
William J. Nunez	John C. Owens	Shelley T. Fuller
Jeffrey F. Keown	John Bender	David Fowler
Gary L. Cunningham	Dwayne Ball	Jennifer I. Brand
David H. Allen	Rochelle L. Dalla	

Members Absent

Prem S. Paul	Greg Gifford
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Eckhardt stated a quorum had been established and called the meeting to order at 3:00 P.M.

Welcome

Eckhardt welcomed APC members to the first meeting of the 2008-2009 academic year. He acknowledged new members Fuller, Cunningham, Dalla, Zimmer, and Brand. He noted Dalla was the Faculty Senate representative, Zimmer was the ASUN (Association of Students of the University of Nebraska) undergraduate representative, and Brand was a stand-in for Radcliffe, who was on extended leave. Eckhardt also noted Bender was also on extended leave but will continue to serve on the APC during his leave.

Approval of April 23, 2008 Minutes

Approval of the Minutes from the April 23, 2008 meeting was moved by Keown and seconded by Allen.

Eckhardt asked if there were any questions or discussion and there was none. The Minutes were approved without dissent.

Approval of Summer, June 4, 2008 Minutes

Approval of the Minutes from the Summer, June 4, 2008 meeting was moved by Fowler and seconded by Ball.

Eckhardt asked if there were any questions or discussion and there was none. The Minutes were approved without dissent.

Approval of Summer, July 15, 2008 Minutes

Approval of the Minutes from the Summer, July 15, 2008 meeting was moved by Ball and seconded by Keown.

Eckhardt asked if there were any questions or discussion. The Minutes were approved as corrected without dissent.

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

Eckhardt noted in the packet of handouts each member received were the academic year 2008-2009 APC meeting dates, the APC membership list, a list of needed APC subcommittee and university-wide

committee members, as well as the Academic Program Review (APR) schedules for 2007-2008 and 2008-2009. He noted the 2007-2008 schedules showed several reports were still needed. Eckhardt explained the role of the APC monitor in these APR reviews as monitoring the process of the APR as well as to make sure the APR process is working properly. He stated the APR APC monitor also prepares a report on the APR and its process, as well as any problems or concerns, and noted this report would be presented to APC membership.

Eckhardt asked Nunez if he had anything to add. Nunez introduced himself and stated he serves on the APC as the Secretary of the APC, as well as introduced the APC Coordinator, Michelle (Shelly) Green. Nunez stated even though paper handout packets are given to each APC member at each meeting, all of these materials, as well as upcoming meeting materials, are posted on Blackboard and on the Academic Planning Committee website. He noted, due to a recent request, Green had now begun posting the APC meeting agenda on this website.

[For reference the Academic Planning Committee is located at the following URL: <http://www.unl.edu/apc/>]

Election of Vice Chair

Eckhardt indicated the APC traditionally elects a Vice Chair to become the Chair during the following year. [Couture arrived] Eckhardt pointed out by that tradition, members eligible for the Vice Chair position would be Bender, Ball, and Fuller. He stated the Vice Chair must be a faculty member, whose committee term does not expire the next academic year, and commented this person would also serve as the Chair of the Long-Range Planning subcommittee. Eckhardt then called for nominations for Vice Chair of the Academic Planning Committee. Ball nominated Bender and Keown seconded. John Bender was elected by acclamation.

Subcommittee Appointments – Long-Range Planning

Eckhardt commented with the nomination of Bender as the Vice Chair, the Chair of this subcommittee had been appointed. He explained the role of this subcommittee is to independently assist APC to make informed decisions on various academic matters. That is, to look to the future in anticipation of events that may occur such as budget cuts. Eckhardt stated two volunteers were needed.

Fuller volunteered to serve on this subcommittee. Ball stated he would like to be removed from the Project Initiation Request (PIR) subcommittee so he could volunteer for this committee. Eckhardt noted on this subcommittee, Bender would be the Chair and Keown would remain as a subcommittee member. Their appointments were supported by APC membership.

Subcommittee Appointment – Project Initiation Request

Eckhardt informed APC that appointments were needed to the Project Initiation Request subcommittee and stated two volunteers were needed. He noted Nunez, as Director of Institutional Research and Planning, continually serves as a member of this subcommittee.

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, a previous member of this subcommittee, agreed.

Zimmer and Brand volunteered to serve on this subcommittee. Their appointments were supported by APC membership.

Subcommittee Appointment – University Curriculum Committee

Eckhardt indicated that APC representation [a faculty member] was needed on the University Curriculum Committee (UCC). He stated Fowler was the APC representative in 2007-2008 and asked Fowler to give a brief overview of this committee.

Fowler conveyed this committee meets three to four times a year and votes monthly via the internet on such items as curriculum changes and new courses. He commented this committee is very streamlined and deadlines are clearly stated.

Dalla volunteered and her appointment was supported by APC membership.

Academic Program Review Monitor Appointment – Geosciences

Eckhardt indicated to APC that a member was needed as an APR monitor to the department of Geosciences and asked for a volunteer.

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

Academic Program Review Monitor Appointment – Civil Engineering

Eckhardt indicated to APC that a member was needed as an APR monitor to the department of Civil Engineering and asked for a volunteer.

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

Academic Program Review Monitor Appointment – Chemical and Biomolecular Engineering

Eckhardt indicated to APC that a member was needed as an APR monitor to the department of Chemical and Biomolecular Engineering.

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

Academic Program Review Monitor Appointment – Agricultural Economics

Eckhardt indicated to APC that a member was needed as an APR monitor to the department of Agricultural Economics and asked for a volunteer.

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

Academic Program Review Monitor Appointment – School of Natural Resources

Eckhardt indicated to APC that a member was needed as an APR monitor to the School of Natural Resources and asked for a volunteer.

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

Appointment of Review Subcommittee – Change Degree Name of the Master of Agriculture

Eckhardt explained the responsibility of this and subsequent subcommittees was to review the proposal, meet with department and/or appropriate stakeholders if necessary, and prepare a report that will be brought before APC for consideration. Nunez added the normal timetable is to report to the Committee on this proposal within the next two APC meetings.

Eckhardt indicated to APC that subcommittee members were needed to review the proposal to change the degree name of the Master of Agriculture degree to Master of Applied Science degree and asked for two to three volunteers for this subcommittee.

Keown [subcommittee chair] and Fowler volunteered to serve on this subcommittee. Gifford, who was absent, was volunteered to serve on this subcommittee by Eckhardt. [Copy of full proposal attached to permanent record]

Appointment of Review Subcommittee – New CASNR Leadership Certificate Program

Eckhardt indicated to APC that subcommittee members were needed to review a proposal for a new undergraduate certificate program “CASNR Leadership Certificate Program” and asked for two to three volunteers for this subcommittee.

Bender [subcommittee chair], Dalla, and Zimmer volunteered to serve on this subcommittee. [Copy of full proposal attached to permanent record]

Appointment of Review Subcommittee – New Agriculture and Natural Resources Legal Studies Certificate Program

Eckhardt indicated to APC that subcommittee members were needed to review a proposal for a new undergraduate certificate program “Agriculture and Natural Resources Legal Studies Certificate Program” and asked for two to three volunteers for this subcommittee.

Ball [subcommittee chair], Fuller, and Bender volunteered to serve on this subcommittee. [Copy of full proposal attached to permanent record]

University of Nebraska–Lincoln Campus Technology Review

Nunez stated as a part of the University of Nebraska–Lincoln (UNL) campus comprehensive review of information technology announced by Chancellor Perlman in his 2007 State of the University address, the APC has been asked to participate in the process by responding to a survey about technology services on campus.

Couture stated that in his 2007 State of the University Address, Chancellor Perlman announced his intention “to seek independent, external analysis to examine how information technology is currently serving the UNL campus and its mission.” Couture noted also that at this point two projects were initiated. The first was to take a look at telecommunications services and the second was to review technology services other than telecommunications services. Couture reported that UNL has engaged The Advisory Board, a Washington, D.C.-based firm, to assist in this latter effort. The Advisory Board did research on the main issues facing comparable institutions and then provided a series of broad strategies and best practices that our peers have found effective. Couture stated these suggestions have been reviewed by Information Services directors, the UNL senior administration team, UNL deans, and the Faculty Computing and Facilities Committee (FCFC). She noted the FCFC, during the 2007-2008 academic years, also produced a report expressing faculty concerns regarding academic computing, which was shared with academic units on campus.

Couture also said the Office of Academic Affairs is working with Business and Finance and IANR (Institute of Agriculture and Natural Resources) on a process for responding to the reports from The Advisory Board and the FCFC.

Couture stated in reference to the UNL campus information technology review, that a survey will be distributed to various stakeholder groups on campus with four questions regarding the deployment of and investment in information technology services on our campus. APC has been asked to develop one set of answers to the survey that represents the consensus of the APC. Couture indicated the completed survey must be returned by September 30, 2008.

Discussion ensued. Eckhardt charged the Long-Range Planning subcommittee to consider this survey and come back before the APC at its next meeting for further discussion.

[For reference the UNL campus information technology review is located at the following URL:
<http://www.unl.edu/svcaa/itreview/>]

Matters from Vice Chancellor(s)

Couture expressed her hope that all could attend Chancellor Perlman's upcoming 2008 State of the University address. She reported that an announcement was made about a \$3.8M grant from the National Science Foundation as part of the ADVANCE program. This grant will help UNL recruit and retain female, as well as male, faculty in the science, technology, engineering, and mathematics fields. Couture announced that in October she, Vice Chancellor Paul, and Chancellor Perlman will travel to China to Xi'an Jiatong University, where we have an on-going partnership, to secure more aspects of those partnerships such as research. Couture stated Chancellor Perlman should soon share more information on the Nebraska Innovation Campus. In conclusion, Couture mentioned a report, *Best Practices to Achieve a Diverse Faculty*, produced by The Advisory Board. She stated that this report, previously mentioned at APC and presented at a workshop for deans and chairs, has been reviewed and a plan for implementing some of the best practices that were suggested in that report is in progress.

Owens shared IANR began a new enterprise this past summer opening what we are told in the very first joint Chinese/USA experiment station for agriculture and extension. He shared this is very exciting for UNL. Owens noted the Professional Program in Veterinary Medicine between UNL and Iowa State University (ISU) has started its second class, which has 25 students. Owens expressed this program is off to a great start.

Eckhardt asked if this program is on an accreditation cycle. Owens replied, "Yes," and indicated it is a very rigorous and meticulous process.

Other Business

None

The meeting was adjourned at 4:13 P.M.

Respectfully submitted,

Michelle (Shelly) Green
APC Coordinator