

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

**Approved Minutes
December 3, 2008**

Members Present

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

Members Absent

Jeffrey F. Keown	Prem S. Paul	Clarissa Steele
David Allen		

Others Attending

Harvey Perlman, Chancellor, University of Nebraska – Lincoln

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

Chancellor’s Discussion on Chief Information Officer Position

Eckhardt welcomed Chancellor Harvey Perlman. Perlman reported that he and the administration are moving forward to restructure the position previously held by Associate Vice Chancellor Kent Hendrickson. He said that the new position will evolve and provide greater leadership in information services. He stated he is attending APC today for input regarding this position. He noted he has already spoken to ASUN (the Association of Students of the University of Nebraska) and to the Faculty Senate Executive Committee. [Owens arrived]

Perlman communicated he received a report from the Computational Services and Facilities Committee, a Faculty Senate Committee, as well as a report from an outside consulting firm. He indicated that both reports concluded with similar recommendations: For a position with more strategic thinking and additional focus on the various roles of the campus versus basic computing and computer technology. [Cunningham arrived] As a result of these recommendations and campus feedback, a slightly broader role of this position emerged. This position would have a different title – Campus Chief Information Officer – and would be a more service-oriented, strategic position. He stated this position would report directly to him and noted previously the person in this position reported to three Vice Chancellors. He said this position would not be at an Associate Vice Chancellor level – but at a Director level. He conveyed his plan to now move forward with a search and asked if there were any questions or comments.

Brand asked if this model or position would be breaking new ground. Chancellor Perlman replied this model is already in use at some universities.

Ball noted the Long-Range Planning Subcommittee had recently been charged to draft a report in response to the Technology Review Survey. He commented that in this report – which was adopted by the APC – one of the items the APC agreed upon was that some centralization is desirable and

necessary. However, it was noted one of the key concerns from faculty and staff was that the centralization of services would remove the Information Technology people from the college or department level. Simply, faculty believe the everyday service, maintenance, and control over the budget for these matters should remain with the colleges. Otherwise, a loss of familiarity or diminished services would result.

Perlman stated he appreciated and understands Ball's position. He commented one strong message in the faculty report was that UNL has good quality information technology services. This new position is an opportunity to strengthen - not to worsen this area.

Perlman said the type of person he is looking for is one with information technology knowledge that can also interact and work with all levels of faculty and staff. Also, the person should have the ability to locate opportunities for efficiencies.

Eckhardt asked about APC's role in this matter. Chancellor Perlman replied he was present today so concerns about this proposal could be shared with him directly.

Eckhardt stated the report drafted by the Long-Range Planning subcommittee – and subsequently adopted by APC membership – sums up the view of the APC. Membership agreed. Fowler commented a balance of service and leadership is a plus. Ball commented one advantage of centralization is that it creates a career path for decentralized service employees.

Perlman stated the second item for discussion is the potential budget cuts that the University may face. He indicated that he will not have numbers for the 2009-2010 school year until Nebraska Legislature determines the University's budget. This could be as late as June to begin the new fiscal year on July 1, 2009.

Perlman explained as we are in a state of uncertainty we need to prepare and look at methods of cost-saving – every dollar saved now can be carried over to the next fiscal year until the new budget is revealed and can be carefully reviewed and calculated. At this time, mid-year budget cuts are not anticipated; however, again, we must use the remaining fiscal year to prepare for the eventuality of budget reductions.

Perlman stated there are a few large budget items that could result in savings between now and the new fiscal year. These include utilities and positions.

Perlman stated UNL is looking for ways to reduce its utilities bill, which is currently at about \$20 million. He urged all to look at ways of cost-saving such as turning off lights, computers, and other electrical equipment when they are not in use or needed. He noted that utilities now can be monitored by building and said while progress has been made in saving electricity, more still can be done. He recently returned from a trip to China where it was not uncommon for university classrooms to be unlit during the day. He said as soon as work orders can be turned in, as many light bulbs as possible in Canfield will be unscrewed. He encouraged similar action for all units.

Perlman stated approximately 80% of UNL's \$220 million budget goes toward personnel costs, so in order to decrease future layoffs, all hiring of personnel must be authorized by the appropriate vice chancellor. He said this should not be considered to be a hiring freeze and expressed that he did not

believe in hiring freezes. He said all hiring that meet critical needs and/or takes advantage of unique opportunities would still continue at UNL. He noted a formal announcement further explaining this matter would be forthcoming.

Perlman remarked on the possible creation of an incentive structure that would reward Departments who have made the most progress in cost-savings.

Perlman stated he would like to be in a position, by at least March, to identify permanent cuts that he would make, if necessary to do so. He said he is fully aware and appreciates the process and procedure for budget reductions and then briefly reacquainted APC members with these processes and procedures.

Eckhardt wondered if furloughs have been considered or if there would be any advantage to encourage early retirements or buyouts. Chancellor Perlman replied he is open to conversation and/or any suggestions. He conveyed UNL's past experience with early retirement and buyouts was not particularly beneficial and noted that UNL is still paying for some buyouts from 2004. He indicated he is committed to "vertical" cuts – eliminating whole programs and/or departments – rather than "horizontal" across-the-board cuts, which he believes made the University stronger coming out of the 2003-2004 budget cuts. He also believes it better positions the University when the economy improves.

Eckhardt asked if there were any questions or observations for the Chancellor. There were none.

Perlman indicated he was in the process of reviewing data compiled by Institutional Research and Planning on growth and allocations since the last budget reductions in 2002-2004 and when ready for additional discussion, it would be presented to the APC.

There was no further discussion or comments. Eckhardt thanked Chancellor Perlman for addressing the APC membership. [Perlman left]

Approval of November 19, 2008 Minutes

Approval of the Minutes from the November 19, 2008 meeting was moved by Bender and seconded by Ball.

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

Appointment of *Ad Hoc* Subcommittee – Review the New Nebraska Beef Industry Scholars Certificate Program [Copy of full proposal attached to permanent record]

Eckhardt indicated to APC that subcommittee members were needed to review the proposal for a new undergraduate certificate program "Nebraska Beef Industry Scholars" and asked for two to three volunteers for this subcommittee.

Dalla [subcommittee chair], Fowler, and Bender volunteered to serve on this subcommittee.

Appointment of *Ad Hoc* Subcommittee – Review the Creation of the Kit and Dick Schmoker Reading Center [Copy of full proposal attached permanent record]

Eckhardt indicated to APC that subcommittee members were needed to review the proposal for the creation and naming of a center “the Kit and Dick Schmoker Reading Center” and asked for two to three volunteers for this subcommittee.

Ball [subcommittee chair], Fuller, and Zimmer volunteered to serve on this subcommittee.

Matters for Vice Chancellor(s) of Academic Affairs, Institute of Agriculture and Natural Resources, and Research and Economic Development

Couture stated we all have the same concerns regarding matters of the economy and budget as the Chancellor and noted we all are preparing for the eventuality of this.

Couture said, on a positive side, that Dr. David Lou, Director of UNL Confucius Institute, is currently in China and that Dr. Evelyn Jacobson will join him to attend for the 3rd Annual International Confucius Institute Conference sponsored by Hanban, known as the Office of Chinese Language Council International, which is a part of the Chinese Ministry of Education. She conveyed Hanban would be sponsoring upwards of 200 Confucius Institutes across the world. She noted the only Confucius Institute in Nebraska is located at UNL and expressed we are lucky to have this Institute.

Eckhardt inquired if the Confucius Institute courses had begun. Couture confirmed this and stated they offer courses in Chinese language and cultural arts. She noted the Confucius Institute held a two week summer camp for kids where the students learned Chinese culture, customs, and language and will also sponsor an upcoming summer cultural tour of China for UNL undergraduate students.

Eckhardt asked how many adult participants are in the language program. Couture replied she would have to get statistics; however she noted she had taken two classes here at UNL and said the first class had approximately 30 adult students while the second class was somewhat smaller. Couture stated courses offered at the Omaha campus have had good participation as well. She said Rachel Zeng, Associate Director of UNL Confucius Institute, has been looking at ways to connect with the business community and offer courses that would be exclusively for businesses. Couture said the Confucius Institute has also been working with EE&O (Extended Education & Outreach) to publicize the classes and noted these classes are advertized in the newspaper.

Owens commented that if enrollment of Chinese students continues, it would bring in more revenue which will help our bottom line in facing upcoming budget matters. Owens stated a hope is to find a right way to balance out-of-state or non-resident charges to attract even more students.

Eckhardt said, in his experiences from travel, students from other universities in other countries wanting to attend UNL have to face costly, unfriendly, and time consuming visa procedures and hopes the United States and Universities could develop a much more appealing environment for incoming students.

Other Business

Eckhardt noted the next meeting would most likely be after the New Year as the next scheduled December 10 meeting is listed as a possible meeting date and time but probably not needed.

Eckhardt also commented it might be wise for APC membership to prepare for probable budget cuts by reading past Minutes as well as the *UNL Procedures to be Invoked for Significant Budget Reallocations and Reductions*. He observed that the role of the APC is crucial in the UNL budget reallocation and reduction process. He asked Green to post Minutes relating to the past budget cuts on Blackboard. Green stated these Minutes are already posted on Blackboard. Couture commented the *UNL Procedures to be Invoked for Significant Budget Reallocations and Reductions* are posted on the Chancellor's website.

Eckhardt inquired if there was any other business. There was none.

[For reference the *UNL Procedures to be Invoked for Significant Budget Reallocations and Reductions* is located at the following URL: <http://www.unl.edu/ucomm/chancldr/19930210realloreducproc/index.htm>]

The meeting was adjourned at 3:55 P.M.

Respectfully submitted,

Michelle (Shelly) Green
APC Coordinator