

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

**Approved Minutes
July 31, 2009**

Members Present

Craig J. Eckhardt	Barbara Couture	Jeffrey F. Keown
John Bender	Rochelle L. Dalla	Shelley T. Fuller
William J. Nunez	John C. Owens	Megan Collins
Dwayne Ball	Andrew John (Jamie) Radcliffe	Jennifer Mostek

Members Absent

Gary L. Cunningham	Prem S. Paul	David Allen
David Fowler		

Others Attending

Miles Taft Bryant, Member-Elect, Professor, Educational Administration
Jennifer Brand, Member-Elect, Professor, Engineering Research Center
Harvey Perlman, Guest, Chancellor, University of Nebraska–Lincoln

Eckhardt stated there was a quorum and called the meeting to order at 10:30 a.m.

Discussion of FY 2010 Budget Reductions and Structural Changes

Eckhardt called for a closed session. He outlined the order of the meeting and announced that Chancellor Harvey Perlman would join APC membership later in the meeting for discussion and a question and answer session if needed. He then inquired if there would be any questions for the Chancellor to address. Several APC members stated they would have questions thus it was determined that some of the first portion of the meeting would be preparation of questions for the Chancellor this afternoon. Nunez reviewed the University of Nebraska-Lincoln FY2010 Proposed Budget Reductions spreadsheet and the University of Nebraska-Lincoln Proposed Budget Reductions and Structural Changes June 2009 Narrative Summary document [attached to permanent record] in each member's handout binders. It was determined to use these documents – in particular the spreadsheet – for discussion of each proposed budget item. Eckhardt indicated there were additional documents in each member's handout packets as a result of yesterday's Hearing. After questions were formulated for Chancellor Perlman, discussion and voting ensued over the proposed budget items (see items below) until the meeting was adjourned for a lunch break at Noon.

The APC reconvened at 1:05 p.m. Eckhardt stated there was a quorum and called the meeting to order.

Continue Discussion of FY 2010 Budget Reductions and Structural Changes

Discussion and voting on proposed budget reduction items continued until Chancellor Perlman arrived at 1:30 p.m. for discussion and a question and answer session with the APC. Eckhardt thanked Chancellor Perlman for coming to this meeting and Chancellor Perlman thanked APC membership for time spent on these items. [Chancellor left]

Discussion and voting continued on the proposed budget items. Each item discussed and the result is listed below.

Chancellor's Office

Reduce travel budget – APC endorsed the \$13,716 proposed reduction of the travel budget. *Passed without dissent.*

Reduce academic enhancement fund – APC endorsed the \$40,000 proposed reduction. *Passed without dissent.*

Elimination of Assistant to Chancellor for Organizational Advancement .50 FTE position – APC endorsed the proposed elimination of this \$64,495 position. *Passed without dissent.*

Chancellor's Office - Direct Reports:

University Communications

Reduction in Force (RIF) of 1.0 FTE staff secretary in Visitor's Center; .50 FTE Public Relations Technician; 1.0 FTE Design Compliance *COMPLETED* – APC endorsed this reduction of \$117,420. *Passed without dissent*

Change of printing vendor for the Scarlet in July *COMPLETED* – APC endorsed the annual savings of \$16,000. *Passed without dissent.*

Equity, Access and Diversity Programs

RIF of 1.0 FTE data analyst position; Cut additional \$12,314 from Diversity funds – APC endorsed the proposed reduction and additional cut totaling \$50,000. *Passed without dissent.*

Faculty Senate

Cut \$2,477 from student worker line and \$1,951 from operation budget – APC endorsed the cuts totaling \$4,800. *Passed without dissent.*

Student Affairs

Vice Chancellor's Office

Transfer partial salary support for the Associate Vice Chancellor to student fees [\$13,399]

Reduction of operating budget, which eliminates the Vice Chancellor Student Affairs

Fellowship program, reduces travel, and moves the annual omnibus student survey to every other year [\$20,521]

Career Services

Elimination of all student intern wages to help fellow students in the Resource Room [\$13,863]
Elimination of all operating budget [\$868]
Reduction of staff receptionist position to .50 FTE [\$17,142]
Reduction of Administrative Technician I position to .91 FTE [\$3,830]
Reduction of Resource Specialist position to .75 FTE [\$9,072]
Transfer portion of student wages to revolving funds [\$10,263]

Registration and Records

Elimination of open 1.0 FTE staff position [\$38,751]

Nebraska Unions

Reduction of operating budget for repairs, maintenance, and cleaning of the Nebraska Unions [\$28,657]

The APC endorsed all of the above Student Affairs proposed items. *Passed without dissent.*

Business and Finance

Business and Finance Cluster – Merges the University Police, Facilities Management and Planning, Human Resources, Operations Analysis, and the Vice Chancellor's office into a single business unit. This transition permits the reduction of 3.0 FTE staff positions [\$85,582]
Canfield Reorganization – Elimination of 3.0 FTE staff positions [\$112,911]
Merge leadership of City Campus and IANR Payroll Offices under single director [\$26,789]

The APC endorsed all of the above Business and Finance proposed items. *Passed without dissent.*

Academic Affairs

Senior Vice Chancellor for Academic Affairs (SVCAA)

Elimination of 1.0 FTE vacant staff position in SVCAA office – APC endorsed the proposed elimination of this \$42,764 position. *Passed without dissent.*

Architecture – Reorganization of Community and Regional Planning Program with Landscape Architecture Program

Program merger results in staff and administrative duties reorganization and elimination of 1.0 FTE staff position – APC endorsed the \$35,554 reorganization and elimination of position. *Passed without dissent.*

Arts and Sciences (ESL ONLY)

Recovery, not elimination, of funds for English as a Second Language – APC endorsed recovery, not elimination, of funds totaling \$24,837. *Passed without dissent.*

Fine and Performing Arts (School of Music and Mary Riepma Ross Media Arts Center ONLY)

School of Music – Outsource instrument repairs (except pianos), reorganization of instrument repair process, and elimination of .60 FTE staff position – APC endorsed the proposed items totaling \$26,354. *Passed without dissent.*

The APC heard testimony heard which indicated that The Ross plays a central role in many campus-wide and community programs, academic and otherwise. The committee recommended approval of the reduction in The Ross budget only because administrators convincingly argued that those reductions will not affect the ability of The Ross to perform its current role since it has other means to raise funds. In particular, colleges and other units may have to contribute for MRRMAC services that are directed at students in their specific programs.

Mary Riepma Ross Media Arts Center, formerly the Mary Riepman Ross Film Theatre – Elimination of state funds; Shift .80 FTE position to non-state funding – APC endorsed the proposed elimination of state funds and the shift of .80 FTE position to non-state funding totaling \$50,885. *Passed with two opposing.*

Universities Libraries (Business Operations ONLY)

Decrease staffing by complete consolidation of Business Operations to the Dean's office. 1.0 FTE faculty replaced by 1.0 FTE M/P staff – APC discussion ensued regarding endorsement of the proposed consolidation of \$134,170. Dean Joan Giesecke was consulted prior to APC action. *Approved without dissent.*

Public Policy Center

Elimination of most state funding except for salary and benefits related to the director, who is a tenured faculty member, and transfer staff and operating budget to Grants and F&A funds – APC endorsed the proposed elimination of most state funding totaling \$308,673. *Passed without dissent.*

Extended Education and Outreach (EE&O)

Norfolk Learning Center – Elimination of EE&O and Institute of Agriculture and Natural Resources funding of 1.0 FTE vacant staff position (previous incumbent's home department was in Cooperative Extension with a .48 FTE in Academic Affairs (EE&O) and .52 FTE in Cooperative Extension. – APC endorsed the proposed elimination of staff position totaling \$44,067. *Passed without dissent.*

The APC discussed and noted for clarity that since EE&O has moved to online learning, the need for a physical location will remain as before. However, there no longer is a need for classroom space for delivery of programs at the Norfolk location.

Academic Conference Unit - Elimination of funding that will result in elimination of 3.0 FTE staff positions, with one of those positions on state funds; transfer current conference planner into EE&O to continue coordinating the remaining academic conferences – APC endorsed the proposed elimination of funding totaling \$32,385 and transfer of conference planning position. *Passed without dissent.*

Information Services

Staff reorganization combining telephone operators and computer operators into a single unit and a 1.0 FTE vacant staff position will be eliminated [\$32,179]

Reduction in operating budget, including elimination of certain software and services to include EQA, CLUSTAN, and UNIX-based SAS [\$135,236]

The APC discussed and is currently aware that unlservice has been removed from the University of Nebraska-Lincoln FY2010 proposed budget reductions and is not to be eliminated. The APC discussed and would oppose such a reduction since unlservice is critical to many faculty research needs which cannot be addressed by Lotus Notes. Furthermore, the APC discussed and would like stated for clarity that the statement “no money is available for *ad hoc* needs” (e.g. furniture) in students’ labs refers only to the information services budget and that if student labs have such needs they will be provided by other, appropriate university funding sources.

APC endorsed the above Information Services proposed items. *Passed without dissent.*

College of Education and Human Sciences (*Deans Office-Nebraska Human Resources Institute; Deans Office; Osher Lifelong Learning Institute; Special Ed and Communication Disorders; Nutrition and Health Sciences ONLY*)

Elimination of the Nebraska Human Resources Institute and its outreach program, eliminating 1.0 FTE secretarial position after retirement, and move the interim director position to a graduate assistant position – APC endorsed the proposed elimination of this program, the elimination of the secretarial position after retirement, and the move of the interim director position to a graduate assistant position, all proposed items totaling \$149,912. *Passed by dissent.*

Reduction of state support for OLLI (Osher Lifelong Learning Institute) Program – APC endorsed the proposed \$2,100 reduction of state support. *Passed without dissent.*

Reduction of operating budget for Special Education and Communications Disorders – APC endorsed the proposed operating budget reduction of \$18,433. *Passed without*

dissent.

Reduction of operating funds with replacement partially with income from NUTR 250X in the Department of Nutrition and Health Sciences – APC endorsed the proposed \$10,000 reduction of operating funds. *Passed without dissent.*

Nebraska Educational Telecommunications (NET)

Elimination of 2.9 FTE staff positions and operating budget supporting UNL's closed circuit television (CCTV) system – APC endorsed the proposed staff position elimination and operating budget totaling \$117,737. *Passed without dissent.*

Institute of Agriculture and Natural Resources (IANR)

IANR Administration

Elimination of administrative position and restructure another staff position in IANR Administration, which collectively includes the administrative offices of the Vice Chancellor, the College of Agricultural Sciences and Natural Resources, the Agricultural Research Division, and UNL Extension, and the IANR's Finance and Personnel Office – APC endorsed the proposed elimination and restructure of staff position totaling \$166,990. *Passed without dissent.*

Nebraska Forest Service

Elimination of some state support – APC endorsed the proposed elimination of some state support totaling \$18,101. *Passed without dissent.*

Nebraska Statewide Arboretum

Elimination of all state support as well as a reduction in force of 2.4 FTE staff positions – APC endorsed the proposed elimination of all state support as well as reduction in force of two staff positions totaling \$259,858. *Passed without dissent.*

Extended Education and Outreach (IANR component)

Norfolk Learning Center – Elimination of EE&O funding (see above under Academic Affairs for further description) – APC endorsed the proposed elimination of EE&O funding totaling \$50,080. *Passed without dissent.*

Communications and Information Technology

Elimination of 0.30 FTE staff writer position – APC endorsed the proposed elimination of a staff writer position totaling \$17,056. *Passed without dissent.*

Eckhardt announced that a letter would be drafted to Chancellor Perlman from the APC stating the above. [attached to permanent record]

Eckhardt reminded APC membership its first general meeting would be held on September 2 with John Bender as the chair.

The meeting adjourned at 3:10 p.m.

Respectfully submitted,

Michelle (Shelly) Green
APC Coordinator