

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

**Approved Minutes
November 3, 2010**

Members Present

Jennifer I. Brand, Chair	William J. Nunez	Shelley T. Fuller
David Manderscheid	John Bender	David C. Solheim
Rita Kean	Miles Taft Bryant	Justin Solomon
Curtis L. Weller	Dwayne Ball	Ellen Weissinger
Deborah W. Minter	Jeffrey F. Keown	

Members Absent

Ronnie Green	Prem S. Paul
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Others Attending

Thomas Franti, Associate Professor, Biological Systems Engineering
Kenneth Nickerson, Professor, School of Biological Sciences
Douglas Zatechka, Director, Housing Administration
Susan Gildersleeve, Associate Director, Housing Business and Planning
Margaret Miller, Manager, FM&P Facilities Plan and Construction
Nancy Myers, President, UAAD (University Association for Administrative Development)
Mari Greer, President, UNOPA (University of Nebraska Office Professionals Association)

Brand stated a quorum was present and called the meeting to order at 3:02 P.M.

Discussion of Partnering with the Faculty Senate Executive Committee to Sponsor Campus-Wide Discussion

Brand welcomed guests Ken Nickerson and Tom Franti, members of the Faculty Senate Executive Committee, invited per the request of the APC at the October 20 meeting to discuss framework for Faculty Senate-APC sponsorship of campus-wide discussions on a faculty driven vision for the future of the University

Franti and Nickerson indicated that the Faculty Senate Executive Committee (FSEC) would like to engage more faculty in meaningful governance and saw the “Campus-wide Discussions” as a potential mechanism to do so. FSEC thought co-sponsorship of these discussions with APC would be valuable and were here to discuss and answer questions.

In ensuing discussion, APC members agreed that there is a need for such faculty involvement especially in budget reallocation times, and that closer collaboration with Faculty Senate to effect this could be mutually beneficial. Unresolved questions included the format for the “discussions”, which other groups, such as Teachers Council, might be involved, and how the information gathered at discussions would be converted to actions.

[Miller arrived] [Zatechka and Gildersleeve arrived]

Discussion concluded with an agreement that Franti, Nickerson and two APC members would meet to establish a set of suggestions to present to the respective groups for continued action.

Ball volunteered, and, in the absence of other volunteers from APC, Brand volunteered. This was supported by APC membership.

Brand asked if there was further discussion or comments and there was none. She thanked Franti and Nickerson for attending this meeting and they thanked the APC. [Franti and Nickerson left]

Project Initiation Request on Residence Hall at 18th/19th & R Streets [attached to permanent record]

Nunez referenced the Project Initiation Request (PIR) in member's packets and introduced guests Margaret Miller, Doug Zatechka, and Sue Gildersleeve who were present for questions, if needed. He then asked Bender to further discuss this agenda item.

Bender stated the PIR Subcommittee, consisting of him, Nunez, Solomon, and Weller, met with Zatechka, Gildersleeve, and Miller. He said the PIR Subcommittee recommends APC approval and introduced the motion to do so. As a motion from a committee, no second was required.

Ball mentioned, as a previous PIR subcommittee member, he has been involved in PIR's that took away parking during construction and that this is a concern. Bender reported the committee discussed parking, but there is no provision in the PIR to replace lost parking. Zatechka added that parking is a concern and plans for additional parking include investigation of expansion of the 17th & R Street Parking Structure and (with Dan Carpenter and Christine Jackson) a garage potentially to be built with 600-800 parking spots targeted for completion by fall 2013. Nunez indicated the Master Plan shows that 17th Street will become a cul-de-sac and the theory is this will coincide with the opening of the Residence Hall. He said the practice is to build garages when parking areas become building sites and in this case there is significant motivation to make this occur.

Bryant commented student activity, such as foot and vehicle traffic, has increased since Knoll opened and will likely increase more and inquired about safety and lighting issues. Zatechka replied he believes that 17th Street will become more of a plaza area, not a street if the Master Plan is implemented. He said 16th Street is a very busy street and he is aware of only one bike accident in this area. Nunez noted in the Master Plan, 16th Street would become a 2-way street if 17th is changed.

Solheim clarified that this PIR is designed to replace Cather and Pound Residence Halls. Zatechka replied yes, these buildings will be demolished in spring 2013.

Brand asked if there were any other questions, discussion, or comments. Zatechka commented that, if approved, December 2011 will be the start date; the first phase will be completed in fall 2013; and the second phase will be completed in fall 2014.

With no further discussion, Brand called for a vote. The proposal was unanimously approved by APC membership. Brand thanked Zatechka for attending the meeting. Zatechka thanked the APC. [Zatechka, Gildersleeve, and Miller left]

Update on the Business of the Expansion of the Academic Planning Committee

Brand reported this item was an agenda item at yesterday's Faculty Senate meeting. She stated at this meeting Chancellor Perlman said he thought the expansion of the APC from six to eight elected faculty members was a good idea as the committee's workload has increased and most likely will continue to increase. Brand noted the majority of the workload falls on the faculty. She said Chancellor Perlman also suggested the Vice Chancellor of Research and Economic Development becomes a voting member on the APC. She said currently this individual is an ex officio non-voting member. She stated if the expansion of the APC is approved, the Operating Procedures of the APC would have to be revised, which is a Board of Regents Bylaws change.

Discussion on the Revision to the Operating Procedures of the Academic Planning Committee

Brand pointed out if the Operating Procedures were to be revised; there were others revisions that could be incorporated in at the same time. She said such revisions were the pending implementation of a standing Certificate Subcommittee, incorporation of rules for electronic voting, and some rephrasing such as the reference to Robert's Rules of Order "governing" APC, rather than. She then explained the procedure. She said once this document has been revised and approved by the APC, it is then forwarded to the Chancellor who will forward to the Faculty Senate and the ASUN (Association of Students of the University of Nebraska) for their recommendations. The Chancellor will submit the revised Operating Procedures of the APC and all recommendations (including his) to the Board of Regents for their review and action. If approved, the revised procedures will be incorporated into the Board of Regents Bylaws.

Brand asked if there were any questions or comments. Bryant commented it would seem best to incorporate all revisions in the Operating Procedures document at one time so that there is only one document with all of the revisions. Membership agreed.

Brand asked if there were further questions or comments and there was none.

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

None

Report on Business of the Revised Procedures to be Invoked for Significant Budget Reallocations and Reductions

Brand noted discussion of the revised *Procedures to be Invoked for Significant Budget Reallocations and Reductions* document was tabled at the last APC meeting (October 20) pending clarification of which was the correct version of the document. The correct document had been forwarded to APC membership by Coordinator Green. Brand explained that upon review of the document, she and Green had discovered multiple serious flaws. For example, there is no mention of the existing practice for the APC holding open, public hearings on budget reductions proposals.

Since this document was approved and adopted in 1993, she tasked the Long Range Planning Subcommittee to produce an accurate and up-to-date revised document for full APC action. She agreed to provide them with results of her review as a starting point.

Other Business

Brand drew attention to the text of a motion prepared by the Long-range Planning Subcommittee. [attached to permanent record] She recognized Minter, Subcommittee Chair, who stated the Long-range Planning Subcommittee moves:

During the upcoming APC considerations of budget reductions, the APC requests that representatives of UNOPA and UAAD, or their official designees, provide the APC with recommendations on all budget reduction proposals considered during Phase One, Two, and Three of the Significant Budget Reallocations and Reductions Procedures.

Minter explained that this motion affirms the commitment of the APC to include a staff voice in the budget procedures, regardless of the status of the revisions of the 1993 document.

Bryant, a member of the Long-range Planning Subcommittee, reiterated this creates a public mechanism to convey that the APC would like to include the UNOPA and UAAD representative on the APC during the Budget Procedures.

Solheim and Weller asked for further clarification. Brand responded this publically formalizes our affirmation to include staff input in budget matters, via inclusion of the UNOPA and UAAD representatives during the budget reduction process. She noted Chancellor Perlman suggested in his last budget framework document that the APC include these representatives during Phase One, Two, and Three budget deliberations and the APC had agreed. [Weissinger arrived]

Brand asked Myers and Greer, who were present as guests, if they had any questions or comments. They had none.

Brand asked if there were any further questions or discussion and there was none. She called for a vote. The proposal was unanimously approved by APC membership. Myers and Greer voiced their thanks for the support and attention to this matter.

Brand inquired if there was any other business. Nunez indicated that he and Solomon would have a brief presentation for the APC membership on Campus Recreation projects at the next meeting. He said they will convey 1) the overall goal and student intent of the referendum, and 2) what these will mean to students and the campus into the future.

Brand asked Weissinger, as she was not present earlier, if she had any Academic Affairs matters to share or discuss. Weissinger said she did not have any matters to share or discuss.

Brand inquired of the membership if they had any questions for Weissinger.

Keown asked about the timeline of the Voluntary Separation Incentive Program (VSIP). Weissinger stated the deadline for submission of the VSIP application form to the Senior Vice

Chancellor for Academic Affairs was 5:00 p.m. on Monday (November 1, 2010). She briefly reiterated the timeline. She expressed she likes this process as there is a reasonable amount of time to change one's mind and noted the process is transparent. Manderscheid agreed.

Bryant inquired for the faculty who did not or could not take advantage of this program, if strategizing for possible upcoming separations should begin. Weissinger said that is a good point and mentioned at a recent Deans Retreat, this was a topic. She said the Deans will begin immediately engaging and brainstorming. She said this is manageable and part of our normal university operation. For example, we have these discussions when faculty take development leave as many factors are looked at such as can someone else teach the class, etc.

Weller asked if the Department Chairs and Heads now know who is potentially in this program. Weissinger said yes, the Deans, and Department Chairs and Heads are aware.

Manderscheid commented this has been a very thought-out process. Keown agreed and noted the process is very explicit.

Brand asked if there were further questions for Weissinger and there were none. Weissinger commented another exciting thought is the potential new faculty.

[For reference the time-line of the Voluntary Separation Incentive Program (VSIP) is located at the following URL: <http://www.unl.edu/svcaa/vsip/>]

There being no further business, Ball moved and Bryant seconded to adjourn the meeting. The meeting was adjourned at 4:13 P.M.

Respectfully submitted,

Michelle (Shelly) Green
APC Coordinator