

University of Nebraska – Lincoln
Academic Planning Committee (APC)
General and Deliberation Meeting

Approved Minutes
April 23, 2013

Members Present

Stephen Lahey, Chair	Libby Jones	Donde Plowman
Archie Clutter	Martha McCollough	Jamie Radcliffe
Leslie Delserone	Jack Morris	Patrick Shea
Jacob Friefeld	William Nunez	Josh Waltjer
Ronnie Green	Prem S. Paul	Ellen Weissinger
Gerard Harbison		
Mike Hoffman		

Members Absent

Linda Shipley

Other Attending

William Wagner, Member-Elect, School of Biological Sciences
Kevin Knudson, Member-Elect, Association of Students of the University of Nebraska
Julie Thomsen, President, UAAD (University Association for Administrative Development)
Jane Schneider, President-Elect, UNOPA (University of Nebraska Office Professionals Association)
Timothy Wei, Dean, College of Engineering
Jerry Hudgins, Professor and Chairperson, Department of Electrical Engineering
Bing Chen, Professor, Department of Computer and Electronics Engineering
Khalid Sayood, Professor, Department of Electrical Engineering
Susan Poser, Dean, College of Law
Other Observers

Lahey stated a quorum was present and called the meeting to order at 3:04 p.m. He welcomed the present guests.

Action Item: Proposal from College of Engineering for Name Change for Master of Science in Construction – APC Chair Stephen Lahey

Lahey introduced the proposal and pointed out the proposal was in each member handout packet that was distributed electronically. [attached to permanent record] Lahey stated he and Harbison were the subcommittee members who reviewed this proposal.

Lahey inquired if Dean Plowman could possibly have an objection to the addition of “and Management” in the name change. Plowman replied no, the college is very comfortable with that label as it more accurately reflects the program, which includes a number of management and business courses. She thanked Lahey for asking. Lahey inquired if the same applied to the

second agenda item with the addition of “Management”. Plowman responded there was no concern.

Lahey indicated this subcommittee recommends APC approval of the request from the College of Engineering proposing a name change for the Master of Science in Construction to the Master of Science in Construction Engineering and Management and introduced a motion to do so. As a motion from a subcommittee, no second is required.

Lahey inquired if there were any questions, comments or discussion and there were none. He pointed out Dean Wei, College of Engineering, was also in attendance. Lahey called for a vote. The APC voted unanimously to endorse the proposal.

Action Item: Proposal from College of Engineering for Name Change for Master of Engineering– APC Chair Stephen Lahey

Lahey introduced the proposal and pointed out the proposal was in each member handout packet that was distributed electronically. [attached to permanent record] Lahey stated he and Harbison were the subcommittee members who reviewed this proposal.

Lahey indicated this subcommittee recommends APC approval of the request from the College of Engineering proposing a name change for the Master of Engineering to the Master of Engineering Management and introduced a motion to do so. As a motion from a subcommittee, no second is required.

Lahey inquired if there were any questions, comments or discussion and there were none. He called for a vote. The APC voted unanimously to endorse the proposal.

Discussion: Proposal of Merger of Departments of Computer & Electronics Engineering and Electrical Engineering – Faculty, Departments of Computer & Electronics Engineering

Lahey explained discussion on the proposal to merge the Departments of Computer & Electronics Engineering (CEEN) with the Department of Electrical Engineering (EE) to form the Department of Electrical and Computer Engineering (ECE) has been divided into three sections in order for presentations. He stated it is appreciated that any questions for the APC be held until later in the meeting during APC membership discussion. He then welcomed Chen and asked him to present.

Chen thanked Lahey and the APC for the invitation to attend this meeting. He expressed he appreciated the opportunity to present the Departments of Computer & Electronics Engineering case in response to the merger proposal.

Chen distributed to APC membership a prepared handout of his testimony. [attached to permanent record] Chen then read through this handout. He concluded he believes “the APC from the very beginning was not provided sufficient information and that procedures were not followed as stipulated by the guidelines for mergers” and “the proposed merger between CEEN and EE should, at a minimum, be delayed until all items in the guidelines are completed with APC being fully engaged so that an informed decision can be made by this committee.” Lahey thanked Chen.

Discussion: Proposal of Merger of Departments of Computer & Electronics Engineering and Electrical Engineering – Faculty, Department of Electrical Engineering

Lahey indicated two individuals would speak on Electrical Engineering – Sayood and Hoffman. He asked Sayood to speak.

Sayood stated he has an ideological frame that administrative structures should facilitate the work of faculty whether it be in teaching or in research. He expressed this particular merger does not satisfy that frame – no coherent academic rationale, no cost savings. He mentioned a document entitled *Roadmap for the Creation of the ECE Department within UNL's College of Engineering*. [attached to permanent record] He remarked he does not see how this merger can occur, or move forward, with two departments, on two campuses and in two different cities with very different structures so an open dialogue between the faculty and administration needs to occur. He believes what has happened since the merger was announced in 2012 is a sequence of missteps; however, he concluded, the future can redeem the past with conversations. He thanked the APC for its time and consideration.

Lahey thanked Sayood. He then asked Hoffman to present. Hoffman indicated he had prepared a statement for the APC to consider. This statement was then distributed to APC membership. [attached to permanent record] Hoffman then read his testimony which contained information on the timeline of the proposed merger of EE and CEEN into a single unit, faculty voting against the merger, the merger process put on hold by the Board of Regents, and the ECE Roadmap, which was produced by a joint committee of faculty from CEEN and EE. He remarked a way to greatly strengthen this proposal both with the Board of Regents and in the Legislature is to use the ECE Roadmap, build on a strong faculty consensus and use language that is clearly in support of the new department. He concluded by questioning what, precisely, are you voting for or against today having looked at all of the documentation? He thanked membership.

Lahey thanked Hoffman and asked Hudgins to present. Hudgins stated if the proposed merger moves forward he believes a lot of the faculty angst revolves around resources and resource commitments to match expectations of the new department. He remarked personally he sees many advantages to a merger. He said there is a lot of synergy among the faculty and among the degree programs and it is important to fully support all of the degree programs. He thanked the APC for its time. Lahey thanked Hudgins.

Discussion: Proposal of Merger of Departments of Computer & Electronics Engineering and Electrical Engineering – Dean of College of Engineering Timothy Wei

Lahey welcomed Wei. Wei stated he would address a couple matters. He briefly spoke of the rationale of the proposed merger and of resources. He indicated his role throughout has been providing frame working and context so whatever solutions are put forward are workable. Wei thanked the APC for its time. Lahey thanked Wei. [Paul left] Weissinger commented that twice, in open public sessions, both she and Chancellor Perlman have said there is no intention of eliminating any of the existing degree programs in CEEN or in EE. [Poser arrived]

Action Item: Project Initiation Request from the College of Law for Law Clinics Addition - APC Chair Stephen Lahey

Lahey introduced the proposal and pointed out the proposal was in each member handout packet that was distributed electronically. [attached to permanent record] Lahey welcomed Poser. Lahey asked Nunez, as the PIR subcommittee chair, to discuss this proposal. Nunez indicated subcommittee member Friefeld would lead discussion on this proposal.

Friefeld conveyed the proposed project will construct an addition to the southwest corner of McCollum Hall, which is located on the east end of UNL's East Campus. He stated the addition will be approximately 15,000 gross square feet, with approximately 9,000 square feet of assignable space, including offices, a classroom, and mock trial courtroom. He said the total project cost is estimated to be \$4.5 million and that funding is proposed to come from private donations. He said the timeline is to present this proposal to the Board of Regents in August.

Friefeld informed membership the PIR subcommittee had meet and had a question. He inquired to Poser if our peer institutions have similar Law Clinics space? Poser replied she queried the Big 10 Law Schools and received 7 responses. She said all that responded have separate wings or building with clinics like what is being proposed.

Nunez said the PIR subcommittee recommends APC approval of the Project Initiation Request to construct an addition to the southwest corner of McCollum Hall, which is located on the east end of UNL's East Campus and introduced the motion to do so. As a motion from a subcommittee, no second is required.

Lahey inquired if there were any questions, comments or discussion from membership.

With no further discussion, Lahey reminded endorsement of the subcommittee served as a motion and second and called for a vote. The APC voted unanimously to approve the construction of an addition to the southwest corner of McCollum Hall. Lahey thanked the subcommittee for their work and Poser for attending the meeting and they thanked the APC. [Poser left]

Discussion: Proposal of Merger of Departments of Computer & Electronics Engineering and Electrical Engineering – APC Membership

Lahey drew attention to the documents in each member handout packet that was distributed electronically. [attached to permanent record] He indicated some of the documents were submitted by subcommittee members Radcliffe and Delserone. Discussion ensued among membership that concluded with Lahey asking the subcommittee for its recommendation.

Action Item: Proposal of Merger of Departments of Computer & Electronics Engineering and Electrical Engineering – APC Membership

Radcliff said the PIR subcommittee recommends APC approval of the proposal to merge the Departments of Computer & Electronics Engineering (CEEN) with the Department of Electrical Engineering (EE) to form the Department of Electrical and Computer Engineering (ECE) and introduced the motion to do so. As a motion from a subcommittee, no second is required.

Lahey inquired if there were any further questions, comments or discussion from membership.

With no further discussion, Lahey reminded endorsement of the subcommittee served as a motion and second and called for a vote. The APC voted, with two opposing and one recusal, to approve the proposal to merge the Departments of Computer & Electronics Engineering (CEEN) with the Department of Electrical Engineering (EE) to form the Department of Electrical and Computer Engineering (ECE). Lahey thanked the subcommittee for their time and hard work. He thanked again all guests for attending. [Wei, Sayood, Hudgins, Bing and all other observers left]

Recognition of Departing Members – APC Chair Stephen Lahey

Lahey recognized the following departing committee members whose term expire on July 31: Donde Plowman, representing academic deans, Jack Morris, representing Biological Sciences faculty, Gerard Harbison, the Faculty Senate President's designee, Jacob Friefeld, ASUN graduate representative, Josh Waltjer, ASUN undergraduate representative and himself, representing Arts and Humanities faculty. He noted he should return to the APC as the Faculty Senate President's designee. He expressed his appreciation to the departing members, as well as for the remaining members, for their service, time and commitment. Membership expressed their agreement with applause.

Lahey welcomed member-elect William Wagner, representing Biological Sciences faculty, and Kevin Knudson, representing ASUN undergraduates, who were present. He indicated Tyler White, representing Arts and Humanities faculty, was the other member-elect.

Other Business

1. Terms of Office and Summer Availability
2. APC Representation on University-Wide Committees during Summer and Early Fall Semester

Lahey reminded membership that the term of office does not end until July 31. He conveyed to APC representatives that some university-wide committees continue to meet over the summer and early fall and to please let Coordinator Green know as soon as possible that if you are unable to serve during this time so a replacement can be appointed.

Proposed Budget Reductions – APC Membership

Lahey indicated discussion and vote on the proposed budget reductions was the final agenda item. He noted the University of Nebraska-Lincoln FY2015 Budget Reduction Process, Allocations and Descriptions documents were in each member handout packet that was distributed electronically. [attached to permanent record]

Discussion ensued and concluded with voting. With a 8-6 vote, the APC did not concur with the University of Nebraska-Lincoln FY2015 Proposed Budget Reductions. Lahey indicated Chancellor Perlman would be notified.

The Academic Planning Committee did not concur with the following budget reduction proposals:

Institution-wide

\$3,200,000

Withhold 1% of the anticipated 3% salary increase pool to initially cover the majority of the budget shortfall. If enrollment increases result in revenues that exceed projections, a full or

partial reinstatement of the salary pool will be explored for January, 2015. In order to ensure that instances of highest merit are recognized, each Vice Chancellor will hold back .75% of all salary increase pools for redistribution. Details of the redistribution policies will be distributed in the near future.

We also intend to invite all deans and director level administrators to seriously engage in an analysis of how administrative efficiencies could be achieved in their units by (1) consolidation of activities, either centrally or with other units; (2) abandonment of less essential activities; or (3) other means. Permanent cost savings from such an exercise will be retained by the college or division and be available to increase the salary pool of that college or division in January 2015 or beyond.

Chancellor's Office

\$318,226

Reduce discretionary resources used to fund ongoing and periodic strategic initiatives.

Academic Affairs \$200,000

Summer Sessions - Reduction in the summer sessions budget. The summer budget is allocated to the colleges each year based on past student credit hour performance and future strategic plans. The colleges have done a good job over the last two years in using these funds more strategically and summer enrollments are up. A cut of this magnitude would not harm our summer trajectory and could be accommodated through increased efficiency.

Academic Affairs

\$200,000

Summer Sessions - Reduction in the summer sessions budget. The summer budget is allocated to the colleges each year based on past student credit hour performance and future strategic plans. The colleges have done a good job over the last two years in using these funds more strategically and summer enrollments are up. A cut of this magnitude would not harm our summer trajectory and could be accommodated through increased efficiency.

Student Affairs

\$425,774

The majority of these reductions shift the expenses from state funds to the appropriate auxiliary or fee budget. Fee supported activities will be reduced in lieu of raising University Program and Facility Fees. The functions shifted from state support to student fee support are:

- Associate Vice Chancellor salary and benefits \$96,225
- Director of Student Involvement partial salary and benefits \$87,033
- Judicial Affairs \$160,456

Reductions in state support not shifted to student fees \$82,000. The reductions to fund these shifts are listed below.

Office of the Vice Chancellor for Student Affairs \$82,000

Eliminate equivalent of 4.0 GA's (\$16,000 +4,500 tuition remission each)

Nebraska Unions

\$85,774

Reduce sales clerk positions at City and East Campus Unions, 2.75 FTE (\$85,774)

Campus Recreation

\$150,000

- Eliminate strength training & conditioning student positions (\$56,000): Relocate the Super Circuit to the renovated and enlarged Strength Training and Conditioning Room (STCR), thus reducing the need for current Super Circuit student staffing, or leave the Super Circuit in its current location and eliminate student supervision. STCR staff would still offer free orientations and supervision at select times of the day.
- Eliminate one custodial position (\$35,000): Reduce the total number of new custodians hired for the Outdoor Adventures Center and the East Campus Recreation Center from four to three. Assess the level of cleanliness achieved and maintained during the first year of operation.
- Eliminate one Group Fitness G.A. position (\$24,000): With the hiring of a full-time Group Fitness Coordinator, eliminate the Group Fitness Graduate Assistant position. The current graduate assistant will graduate in May of 2014.
- Reduce Grounds Keeping Expenses (\$5,000): Reduce the amount in the student hourly wage line. This line was underutilized this past year.
- Reduce Campus Rec student employee workforce (\$21,000): Increase the number of Federal Work-Study eligible student employees by fall 2014 and decrease number of regular student employees.
- Increase facility rental rates for non-UNL groups (\$2,000): Fleming Fields Recreational Sports Park is the primary venue where we rent activity space to community groups. This is the preeminent youth baseball/softball venue in Lincoln and is in high demand during the summer months.
 Therefore, it is believed rental rates can be increased modestly without a decrease in usage.
- Raise daily guest pay fee (\$7,000): Raise the daily guest pass fee from its current rate of \$6 to \$10. This would put us on par with rates at Lincoln Health Clubs.

University Health Center \$58,000

- Reduce travel & training budget (\$10,000); Reduce small equipment budget (\$48,000). This includes extending the life of computers and other IT equipment for an additional year or 2.

Housing and Dining Services \$50,000

- Reduce operating budget

Business and Finance **\$100,000**

Facilities Management & Planning - Building Systems Maintenance Custodial Services
 Reduce frequency of floor burnishing. Burnish floors once per month rather than once per week. Reduction in FTEs will be handled through attrition.

Institute of Agriculture and Natural Resources (IANR) **\$406,000**

IANR Educational Media
 Reduce the state-appropriated support provided. Opportunities to improve efficiency and reduce costs will be identified through an analysis by the IANR Resource Optimization Task Force of how media support resources are allocated and employed across the Institute.

UNL Total **\$4,650,000**

There being no other business, Harbison moved and Radcliffe seconded to adjourn the meeting.
The meeting was adjourned at 4:55 p.m.

Respectfully submitted,

Michelle (Shelly) Green
APC Coordinator