

University of Nebraska – Lincoln  
Academic Planning Committee (APC)

Approved Minutes  
April 8, 2015

Members Present

Mike Hoffman, Chair	Libby Jones	Patrick Shea
Nancy Busch	Kevin Knudson	Linda Shipley
Archie Clutter	Stephen Lahey	Tyler White
Leslie Delserone	Martha McCollough	William Wagner
Ronnie Green	Jamie Radcliffe	

Members Absent

William Nunez	Curtis Walker
Prem S. Paul	Ellen Weissinger

Others Present

Sherry Jones, Chair, Special Education & Communication Disorders  
Thein Chau, Incoming ASUN Undergraduate Student Representative

Hoffman called the meeting to order at 3:13 p.m. He stated a quorum was present. He conveyed he would like to propose a change to the originally posted agenda that was distributed last week. He drew attention to the addition of item number 4: Action Item: Official Wording on the Addition of a Non-Tenured, Tenure-Track (NTT) Faculty Member to the APC, He stated this was at the request of the Faculty Senate Executive Committee and noted he and this Committee had corresponded several times over the wording. Approval of the addition of this action item was moved by Lahey and seconded by Radcliffe. This addition was approved without dissent.

Action Item – Proposal from College of Education and Human Sciences for Behavior Specialist Graduate Certificate [attached to permanent record]

Hoffman indicated the next item of business was the proposal for a new Behavior Specialist graduate certificate and introduced guest Sherry Jones, Chair of the Department of Special Education and Communication Disorders. He asked her to discuss the proposal. Jones said the proposal grew out of interactions with advisory groups in the public schools, graduates who came back to UNL and graduate students. She said these groups indicated behavior management is the area with which they want more experience and training. She said the proposed certificate program will provide focused, advanced coursework and training for personnel in the fields of special education, school counseling, psychology and social work and school administration to address behavioral challenges. She stated the course work proposed for the 18 credit hours are courses already delivered on a regular basis so no additional resources are needed or requested.

Hoffman inquired if there were any questions. Shea asked if these certificate programs are essentially a formalization of a specialization within a major. Jones replied yes, there are a number of master's students who would take a graduate certificate as a part of their masters and the graduate certificate appears on their transcripts as a focused area of study. [White arrived]

Hoffman questioned the current masters degree number of credit hours. Jones replied these three classes are required by other specializations.

Approval of the proposal from the College of Education and Human Sciences for a new Behavior Specialist graduate certificate was moved by McCollough and seconded by Wagner.

Hoffman asked if there were further questions or any comments and there were none. He called for a vote. The APC voted unanimously to approve this proposal.

Action Item – Proposal from College of Arts and Sciences to Eliminate Speech Language Pathology and Audiology Major [attached to permanent record]

Hoffman indicated the proposal to eliminate the major in Speech Language Pathology and Audiology from the College of Arts and Sciences was the next item of business and indicated Department Chair Jones would speak on this proposal. Jones spoke of the history of the program as well as the consolidation of the program. She informed APC the College of Arts and Sciences have no curricular or financial contribution to the course offerings within this major. She said there are a few students currently matriculating through Arts and Sciences and that they would be allowed to complete their program or they can transfer. She said this proposal has been approved by faculty in both colleges, the curriculum committee in both colleges and the deans in both colleges.

Approval of the proposal from the College of Arts and Sciences to eliminate the major in Speech Language Pathology and Audiology (SPLA) from the College of Arts and Sciences, which would eliminate the Bachelor of Arts degree option in SPLA, but would retain the Bachelor of Science degree in the College of Education and Human Sciences, was moved by White and seconded by Delserone.

Hoffman asked if there were any discussion, questions or any comments and there were none. He called for a vote. The APC voted unanimously to approve this proposal. He thanked Jones for attending and she thanked the APC. [Jones left]

APC Representative Academic Program Review Report for the Department of Mathematics

McCollough introduced her APR report for the Department of Mathematics. [attached to permanent record] She said the Review went well. The Review Team found it useful to be able to change the schedule as needed – to shorten or extend meetings. She commented this should be communicated to Associate Vice Chancellor Lance Perez. She stated the Review Team had clearly read the department's self-study report closely and expressed they did a stellar job. She added she was impressed with Dean Francisco's response report as well.

Hoffman inquired if there were further comments or discussion on the topic and there were none. The report was accepted by APC membership.

Action Item: Official Wording on the Addition of a Non-Tenured, Tenure-Track (NTT) Faculty Member to the APC Membership

Hoffman remarked at a previous APC meeting there had been a motion and approval that the APC endorsed adding an additional non-tenure track member to APC membership with the

selection and election as previously provided by the Faculty Senate from the four disciplines. He indicated the Faculty Senate Executive Committee said they would like the APC to be explicitly clear on the wording and referred to the distributed handout with the suggested changes underlined and in blue. [attached to permanent record] He then proceeded to read the following underlined wording in Article 2 Membership and Terms:

**Recommended:** changes underlined

#### Article 2 Membership and Terms

Section 1 UNL Bylaws “1.10.1 Membership. The Academic Planning Committee shall consist of nineteen members as follows: (a) eight faculty members elected as provided by the Faculty Senate to staggered three-year terms. These members shall represent biological sciences, business and social sciences, physical sciences, and arts and humanities with no more than two from each discipline area as defined by the Faculty Senate Syllabus of Campus Wide Committees; (b) one Non-Tenure Track (NTT) faculty member (i.e., Professor of Practice, Lecturer, Extension Educator, or Research Professor) from any discipline area elected as provided by the Faculty Senate to a three-year term if qualified nominees are available and willing to serve; (c) one faculty member at large selected by the UNL Graduate Council to serve a three-year term; (d) two academic deans selected by the Chancellor to serve three-year terms; (e) a designee of the President of the Faculty Senate, who is typically the immediate past chair of the APC if the incumbent is willing to serve in that capacity; (f) one undergraduate student and one graduate/professional student as selected by the President of ASUN; (g) the Director of Institutional Research and Planning for UNL who shall serve as secretary; (h) the Senior Vice Chancellor for Academic Affairs; (i) the Vice Chancellor of the Institute of Agriculture and Natural Resources; and (j) the Vice Chancellor for Research and Economic Development. The Committee shall select its chair from among its elected faculty members. The chair shall vote on all motions. Notwithstanding the statement above, the APC shall be comprised of eighteen members in any year in which a qualified NTT nominee in (b) is not available and willing to serve.”

Hoffman asked if there were any comments or questions. [Knudson and Chau arrived] Shea inquired the meaning of “is not available and willing to serve”. Hoffman stated the Faculty Senate thought it should be added for clarity. Shea concluded this statement is to basically ensure the APC would still continue to function if it so happens this position could not be filled. Hoffman confirmed this. McCollough asked what is meant by lecturer. Hoffman replied there is a recognized position of lecturer that exists within the university and within the Faculty Senate.

There being no further questions or comments, Lahey moved that the Academic Planning Committee endorses the above proposed changes. Radcliffe seconded. Hoffman called for a vote. The endorsement was approved without dissent.

#### Reports from Subcommittees –

##### Long-Range Planning Subcommittee

Hoffman communicated the Long-Range Planning subcommittee had met on March 11 and asked Radcliffe, as the subcommittee chair, to address membership. Radcliffe confirmed this subcommittee had met and notes were taken on discussions at this meeting. These notes were then distributed. [attached to permanent record] He mentioned two items needing APC’s

attention: 1) the response to Academic Program Reviews (APRs) from the Office of Academic Affairs and the IANR Vice Chancellor, and, 2) the changes in the University Libraries. He commented the role of the Long-Range Planning subcommittee is to question, not to solve.

Radcliffe said in relation to the APR process the subcommittee notes concerns expressed, by at least two APC monitors and one external review team, of the presence of IANR administrators during all discussions with external review team and wondered why IANR's process differ from that of other colleges/units? He stated the Long-Range Planning subcommittee believes full APC should discuss in the future.

Radcliffe indicated the second issue the Long-Range Planning subcommittee wanted to bring attention to is changes in the University Libraries. He stated, now more than ever in the academic world, libraries are being affected and discussions should be occurring on long-range planning and the very idea of what a library is. He said the Long-Range Planning subcommittee would like the full APC to discuss what is happening on this campus with respect to the changes in libraries and what libraries will look like in the future. He remarked he is aware changes are already occurring.

Hoffman inquired if there were any comments.

Green responded and noted there is one procedural difference between IANR's APRs and the other colleges and units and that is they are mandated by the USDA (United States Department of Agriculture) so there is another layer of review for funding. He explained in the case of the presence of IANR administration during all discussions that this particular administrator is also a faculty member in that particular department. Hoffman commented a meeting should be held where there is not administration present. Radcliffe voiced he recognizes faculty do have various roles.

Shea commented these are matters to keep in mind as planning discussions occur. He stated that he had suggested in previous meetings APC's actual role in planning and expressed his concern that the APC is not as involved in planning activities as colleagues believe. He stated the APC needs to determine how to be more engaged in planning or consider changing the name to remove "planning" and to reflect more of what this committee actually does. He stated he has suggested before matters could be brought before the APC at a much earlier stage for engagement in the process. He indicated as a Long-Range Planning subcommittee member this topic should be mentioned for thought of full APC.

Wagner inquired if these ideas would turn into agenda items for the upcoming year. Radcliffe replied yes. Hoffman remarked he envisions a list of directions compiled at APC's last meeting for the upcoming year. Green remarked one of the mechanism in place on this committee is three members on this committee represent upper administration. He pointed out Matters from Vice Chancellors is an item on each agenda and suggested this could be strengthened in the future by asking them for feedback.

#### Project Initiation Request Subcommittee

Hoffman stated subcommittee chair Nunez was out of town so there was no report.

### University-Wide Aesthetics Review Committee

Hoffman asked White to address membership. White informed this committee had not met much during the fall semester; however meeting regularly now. He stated in recent weeks the committee had reviewed aesthetics matters such as the new College of Business Administration (CBA) building, the University of Nebraska Athletics Hall of Fame and plans for the new East Campus residence hall. He shared this committee has the same concerns as the APC in that this committee is trending to more of a rubber stamp and the committee view is to have more input at an earlier stage of architectural planning. He said these concerns will be addressed at the next Aesthetics Review Committee meeting.

Hoffman inquired who the representatives of this committee were. White replied Mark Miller, Jennifer Dam Shewchuk, Jeff Day, and Emily Casper. Hoffman inquired if there were any other comments or questions and there were none. He thanked White.

### University Curriculum Committee

Hoffman stated he was the APC representative on this committee. He said this committee routinely handles 80-100 items per month in terms of ACE (Achievement-Centered Education) recertification as well as course approvals, changes and deletions. He stated this process is under review and believes discussions are on-going. He stated specific items are the CREQ replacement and assessment software. He explained CREQ is the on-line system used to review these changes. He conveyed Rich Morrill, Office of the University Registrar, is currently looking at a replacement for this system. He said an item of interest to APC membership and our colleagues is the possible purchase of assessment software for curriculum. He told there will be demos of this software on April 13 and on April 16, both held in the City Nebraska Union and encouraged membership to attend.

Hoffman inquired if there were any comments or questions. Shea commented he is aware there are a number of concerns on the effectiveness of the ACE program overall, its cumbersome nature, and recertification. Brief discussion ensued. Lahey commented he suspects the ACE program will be in place until at least after the conclusion of the UNL Accreditation in 2016. Jones agreed. Hoffman concluded to invite Nancy Mitchell, Director of Undergraduate Education Programs, to an APC meeting this fall or next spring for discussion on this topic.

### University-Wide Enrollment Management Council

Hoffman asked Shipley to address membership. Shipley stated she had little to report. She said the last meeting was in December last year and that they would meet again in May. She asked membership if there were any questions she could submit to this committee. Hoffman said the question of "How has the enrollment growth affected course offerings and course accessibility for our students?" from the Long-Range Planning subcommittee would be a question for discussion at this committee's next meeting. Membership agreed. Shipley pointed out the Campus Blueprint, Enrollment Management Council's Strategic Enrollment Management Plan 2012-2017 located at the following URL: [http://svcaa.unl.edu/documents/Campus\\_Blueprint-March\\_2012.pdf](http://svcaa.unl.edu/documents/Campus_Blueprint-March_2012.pdf).

Hoffman asked if there any other questions or comments and there were none. He thanked Shipley.

Matters from Vice Chancellors - Academic Affairs, Institute of Agriculture and Natural Resources (IANR), and Research and Economic Development

Hoffman asked Green if he had any matters to share. Green indicated he had a few comments from the IANR perspective and a few from the general perspective of the university.

Green stated at the IANR level the current focus is two-fold. He said one is the pending move of the Department of Food Science and Technology and The Food Processing Center to the new Nebraska Innovation Center. He said the move appears on schedule to occur in July 2015. He expressed this is quite a job to move an entire department during the summer and to be ready and in place in the fall for the academic semester. He conveyed this will create a domino effect on East Campus with moves of people and programs into the old Food Industry facility that has already been programmed to accommodate the growth of faculty and programs over the last several years.

Green indicated there are a lot of building projects starting. He referenced the CBA project on City Campus and new residence hall construction on East Campus. He indicated the Biochemistry Hall will be demolished to accommodate the new residence hall construction. He mentioned the relocation of trees ahead of campus construction projects and commented that it was painful for many including himself to watch. He said IANR is in the process of Library renovations and informed C.Y. Thompson facility project will begin this fall.

Green conveyed IANR is in Phase 2 of hiring. He stated this hiring initiative began this academic year for an anticipated 34 additional tenure-line faculty positions.

Green referenced, at the university level, the upcoming retirement of Chancellor Harvey Perlman. He said that transition lies ahead, combined with the arrival of the new president of the University of Nebraska Hank Bounds. He conveyed President-elect Bounds arrived in Lincoln last night and will begin his tenure as the new NU president on April 13. He indicated Bounds, at his request, will begin a weeklong tour beginning April 13 across the state to learn the demography and meet stakeholders. He added that he will join him on much of this tour. He speculated Bounds would launch a national search for a UNL chancellor soon.

Green drew attention to the search for the next Senior Vice Chancellor for Academic Affairs. He said this search began last December and that this search had been suspended as the pool of candidates was not at the depth that was wanted. He remarked a concern of potential candidates was the uncertainty of Chancellor Perlman's tenure. He voiced there are a lot of transitions ahead. He acknowledged over the next few years several senior leaders on campus, due to the timing of their careers, would retire.

Hoffman inquired if there were any questions or comments. White inquired on the timeline for a new chancellor. Green replied President-elect has stated the hope is for UNL's next chancellor to be in place to work with Chancellor Perlman before he retires, to not have an interim Chancellor.

Hoffman asked if there were any other questions or comments and there were none. He thanked Green.

Other Business

Hoffman announced he would like to recognize and thank Knudson for serving as the ASUN undergraduate representative as this was his last meeting. Knudson thanked Hoffman and APC membership for this opportunity. He introduced Thien Chau as the new President of ASUN and indicated Thien will now serve on the APC as the ASUN undergraduate representative assuming this worked with his schedule. Chau said he is very excited to serve on this committee. Hoffman thanked Chau.

Hoffman asked if there was any other business. There was none.

There being no other business, Radcliffe moved and Jones seconded to adjourn the meeting. The meeting was adjourned at 4:15 p.m. The next meeting of the Academic Planning Committee will be held on Wednesday, April 22, 2015 at 3:30 p.m. in the Nebraska Union.

Respectfully submitted,

Michelle (Shelly) Green  
APC Coordinator