

University of Nebraska – Lincoln
Academic Planning Committee (APC)

Approved Minutes
April 22, 2015

Members Present

Mike Hoffman, Chair	Libby Jones	Jamie Radcliffe
Nancy Busch	Stephen Lahey	Patrick Shea
Archie Clutter	Martha McCollough	Linda Shipley
Leslie Delserone	William Nunez	Curtis Walker
Ronnie Green	Prem S. Paul	Ellen Weissinger

Members Absent

Thien Chau	William Wagner	Tyler White
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Others Present

Harvey Perlman, Chancellor, University of Nebraska–Lincoln
Alan Cerveny, Dean, Academic Services and Enrollment Management
Steve Goddard, Associate Vice Chancellor, Research
Leilani Arthurs, Member-Elect, Assistant Professor, Earth & Atmospheric Sciences
Michael Farrell, Member-Elect, Assistant Professor of Practice, Agricultural Leadership,
Education & Communication

Hoffman called the meeting to order at 3:35 p.m. He stated a quorum was present and welcomed all to the last scheduled general meeting of the year. He indicated the agenda had been changed from the agenda originally circulated to accommodate the schedule of guest Alan Cerveny, who was present to speak on enrollment management. Approval of the change in the agenda was moved by Shipley and seconded by McCollough. This change was approved without dissent.

Approval of April 8, 2015 Meeting Minutes

Approval of the Minutes from the April 8, 2015 general meeting was moved by Jones and seconded by Walker.

Hoffman asked if there were any questions or comments and there were none. The Minutes were approved without dissent.

Reports from Subcommittees

Hoffman asked the subcommittees to make reports on their progress.

Long-Range Planning Subcommittee

Radcliffe stated that the Long-Range Planning subcommittee had nothing further to report after the last APC meeting.

Project Initiation Request Subcommittee

Nunez conveyed that the Project Initiation Request (PIR) subcommittee had nothing new to report but had met once this year to discuss the fourth floor renovation of Morrill Hall. He indicated the amendment to the existing PIR template would be posted on the APC website within the next week.

University-Wide Aesthetics Review Committee

Hoffman stated that White was absent but that he had reported on the University-wide Aesthetics Review Committee at the last APC meeting.

University Curriculum Committee

Hoffman indicated he was the APC representative on the University Curriculum Committee and had nothing new to report as of the last APC meeting.

University-Wide Enrollment Management Council

Hoffman asked Cerveny to address membership. Cerveny shared that there was a new online application for admissions in effect for this new cycle. He stated that this new application method allowed for more first-generation low income students to submit enrollment deposits at a more convenient time and that the deposits received for this cycle has been very similar to the last cycle. He mentioned the addition of a university payment plan that was made available to students. Hoffman asked if this payment plan was a fee service. Cerveny answered that it was with a one-time \$25 fee. [Paul arrived]

Cerveny shared that an enrollment analysis model to project undergraduate class sizes was being put into place for this next academic year. Hoffman asked if this would yield any information about how students who are unable to get into filled classes were affected. Cerveny replied that it should allow for issues to be avoided and for the enrollment management team to be more proactive. McCollough inquired if the information gained from this model would be available to faculty. Cerveny stated that it would be. Weissinger remarked that this analysis information would help departments with smaller advising teams to be more efficient and proactive.

Hoffman asked if there any other questions or comments and there were none. He inquired to Cerveny if he would be willing to update APC membership next year. Cerveny agreed. Hoffman thanked Cerveny. [Cerveny left]

Establish Agenda for APC Consideration and Action during AY2015-2016

Hoffman listed the items moved to the next academic year by the Long-range Planning subcommittee.

1. Response to Academic Program Reviews (APRs) from the Office of the Senior Vice Chancellor for Academic Affairs (SVCAA) and the IANR Vice Chancellor
 - a. Hoffman mentioned that APR's are missing the final steps in the process. He stated that for the recently conducted APRs from 2013 and beyond, the APC should request a formal response on the steps taken by UNL Administration from the responsible administrative units. These responses should be copied to the faculty of the programs under review.

2. Changes in the University Libraries
 - a. Busch stated that she could give an update on library business in the fall. This update would include a description of current changes in the UNL's Libraries as well as a long-term view of how the UNL Library system will evolve and what its role will be in support of UNL's academic programs.
3. Transportation between Campuses
 - a. Hoffman noted that the APC should follow-up on issues related to the student use of bus service between campuses, including Innovation Campus, and that transportation availability times may need to be adjusted as courses are offered earlier or later. He stated that the APC would need to identify a contact, obtain some descriptive data, and invite responsible parties to a meeting as a regular agenda item.
4. Enrollment growth and course accessibility
 - a. Hoffman stated that the APC would need to look at data for course availability and address the issues of enrollment growth and the availability of course offerings in response. He stated that this would be an opportunity to meet with the Enrollment Management Council and discuss ways that the system could be improved.
5. ACE Program changes
 - a. Hoffman stated that Nancy Mitchell should be invited to discuss the overall ACE program and identify its shortcomings and successes.
6. Campus Climate
 - a. Hoffman mentioned that this idea needed to be more fully formulated, but as of now it would involve discussion of the high-turnover rate between faculty and staff and the concern of expressions of disagreement between administration and faculty would also need to be addressed.
7. Graduate Fellowships for recruitment
 - a. Radcliffe mentioned the possibility of discussion about graduate fellowships being offered as a tool for recruitment. Hoffman stated that this idea also needed to be more fully formulated. [Farrell arrived]

Hoffman asked if there were any more comments or ideas that needed to be added as items for the next academic year's agenda. Shea brought up the increased engagement of planning in the APC and proposed that it be more of a priority in the following years.

There being no further questions or comments, Hoffman asked for approval of the action item list. Radcliffe moved and McCollough seconded to approve the list. The list was approved without dissent.

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

Hoffman asked Weissinger if she had any matters to share. Weissinger commented the transition in Academic Affairs was going exceedingly well and remarked that having Green as the Interim Senior Vice Chancellor for Academic Affairs would help to continue its business smoothly. She expressed that she was confident that the unusual situation was being handled well and that Green's skills and values would help the transition.

Green added that he and Chancellor Perlman viewed the next academic year as an active work year despite the unusual situation involved with the transition. He mentioned that the dual role of vice chancellors has a precedent and that it is an accomplishable task if managed correctly.

Hoffman asked Green if he had any further matters to share and he did not.

Hoffman asked Paul for any matters. Paul stated he had three items.

Paul shared that this last Monday the Office of Research and Economic Development unveiled a taskforce for the Social and Behavioral Sciences Research Initiative. He mentioned that there were a lot of strengths in the social behavioral sciences but that they required better coordination.

Paul said the Materials Research Science and Engineering Center was renewed by the National Science Foundation for the second time. He remarked this is a big accomplishment for faculty and that the competition is very intense. [Perlman arrived]

Paul announced the Office of Research and Economic Development had been working closely towards further enhancing collaboration between themselves and UNMC. He said there have been many campus visits here or there. He mentioned one area to further build on with collaboration is public health.

Hoffman asked if there were any other questions or comments for the vice chancellors and there were none. He thanked the vice chancellors

Chancellor's Annual Briefing

Hoffman welcomed Perlman. Perlman began by thanking the APC members for their service. He reiterated the appointment of Green as the interim senior vice chancellor for academic affairs for the next academic year.

Perlman stated that the budget for the next year looked reasonably good. He said that the Nebraska Legislature Appropriations Committee had submitted a bill that would increase the university's budget for the next two years as well as a salary increase for faculty and staff. He said there was a chance of nominal budget reduction, with possibly no reallocation. He informed that the existence of the Programs of Excellence was being debated, but that this depended on tuition. He mentioned the Clayton K. Yeutter Institute of International Trade and Finance and stated Legislature has also approved a \$1.25 million dollar appropriation each of the two years for this Institute. He said this requires matching private funds.

Perlman said that the Architecture and Fine Arts merger had been approved by the APC and by ASUN, but that the Board of Regents had not yet addressed this item. He shared that while many are in favor of this merger there is a core group of vocal opponents. He stated if the proposal is not accepted by the Board of Regents it may be withdrawn.

Perlman restated that the university needed to find more ways to provide more information to the Humanities and to the Social Sciences on connecting with private sectors similar to Innovation

Campus. Perlman noted that the complex biology graduate program will set the model for future programs. He voiced he is very excited about this.

Perlman stated one of the more pressing challenges for the university is to make it more international in perspective, culture, and programming. He remarked that the campus is not ready for this yet, but that changes to the modern languages department as well as international student accommodation should be addressed. Hoffman questioned whether having more of an international presence at UNL would have a negative effect on resident students. Perlman responded that he did not believe so due to the fact that UNL has plenty of room for both resident and non-resident students. He added there is a Legislature resolution urging to increase enrollment recognizing that non-resident students help subsidize the cost of the university for resident students. Green commented that the Legislature keeps this issue in mind and would not exclude resident students. Lahey stated that he liked the idea of the university being more international. He remarked he had noticed the need for more international students and wondered if a university-wide committee could be formed to discuss this issue. Perlman expressed that was a good idea.

Perlman indicated that he was uneasy about the idea of placing a non-tenure track faculty member on the APC as it might upset the current balance in regards to voting. Hoffman stated that the non-tenure track position would be useful and that these faculty are in a different category as are extension faculty. He encouraged Perlman to further consider this proposal if it was approved by Faculty Senate and ASUN.

Perlman asked for further questions and comments. Hoffman inquired what had become of the distance education formula – what decisions were made and what is the current process? Weissinger responded that there was a formula distribution of tuition revenues from what let's call digital courses. She said she believed this formula was built in the 1990's to entice faculty to do true distance education, ended up costing \$15M in revenue, and indicated that this formula had ended. She indicated that there have been discussions on how and when to replace it with a more efficient incentive program. She reiterated when the former process ended, which, she explained, was a process whereby one-time cash directly came into departments and colleges to spend, that this money could be spent only as one-time money. She indicated, to lessen the impact, budgeted back to colleges as permanent dollars was 35% of the FY14 actuals. The remaining 65% was brought back up to the campus level to fund net new faculty lines and to fill the budget gap created by the former incentive.

Hoffman asked for an update on the VSIP (Voluntary Separation Incentive Program). Weissinger and Green briefly updated membership by stating a total of 63 individuals had enacted a contract and that they are in the process of reviewing proposals from units as to where voids are with decisions to be reached with the next week or so.

Hoffman inquired if there were further questions or comments. There were none. He thanked Perlman for addressing membership. Perlman thanked APC membership. [Perlman left]

Recognition of Departing Members

Hoffman recognized the following departing committee members whose term expire on July 31: Martha McCollough, representing Business, Education, and Social Sciences faculty, Linda Shipley, representing Business, Education, and Social Sciences faculty, Archie Clutter, an academic dean representative, Libby Jones, the Graduate Council faculty representative, Stephen Lahey, the Faculty Senate President's designee, and himself, representing Physical Sciences faculty. He noted he might return to the APC as the Faculty Senate President's designee. He indicated Curtis Walker, ASUN graduate representative, will continue and that Ellen Weissinger, the Senior Vice Chancellor, Academic Affairs, will return to faculty on July 1. He expressed his appreciation to the departing members, as well as for the remaining members, for their time and commitment.

The APC then thanked Hoffman for his outstanding service and leadership to APC this year.

Other Business

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

Nunez 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. He indicated APC materials were available on Box@UNL.

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

There being no other business, Lahey moved and Radcliffe seconded to adjourn the meeting. The meeting was adjourned at 4:55 p.m. The next meeting of the Academic Planning Committee will be announced.

Respectfully submitted,

Amanda Jones and
Michelle (Shelly) Green, APC Coordinator