

University of Nebraska – Lincoln
Academic Planning Committee (APC)

Approved Minutes
October 21, 2015

Members Present

Leslie Delserone
Michael Farrell
Maria Marron
William Nunez
Patrick Shea

Ronnie Green
Mike Hoffman
Guy Trainin
Nancy Busch

William Wagner
Thien Chau
Ron Yoder
Melanie Simpson
Curtis Walker

Members Absent

Tyler White

Gerard Harbison

Prem S. Paul

Others Attending

Donde Plowman, Dean, College of Business Administration

Delserone called the meeting to order at 3:05 p.m. She stated a quorum was present.

Approval of October 7, 2015 Meeting Minutes

Delserone indicated that Coordinator Green had before today's meeting electronically distributed and posted to Box@UNL revised Minutes as relatively minor additions had been made.

Approval of the Minutes from the October 7, 2015 general meeting was moved by Trainin and seconded by Marron.

Delserone asked if there were any questions or comments. Shea commented he was not able to attend the last meeting. He read the last two sentences of the last paragraph on page 2 and asked for clarification in particular on the last sentence, which read "For this reason the protocol for the APC monitor to report back to the full APC with his or her report on the review process was changed from ninety to sixty days." He wondered was the change in response to the APC not receiving a report or recommendations from administration. Hoffman explained the APC APR monitor report was subsequent to administration response and lack of administration response was driving the process into more than a year in some cases. For that reason the APC moved the monitor report from ninety to sixty days. Shea thanked Hoffman and suggested additional wording as to how the two sentences are related for context purposes.

Approval of the Minutes from the October 7, 2015 general meeting as amended was moved by Trainin and seconded by Marron. [Simpson and Walker arrived]

Delserone asked if there were any further comments or revisions and there were none. The Minutes were approved as amended without dissent.

[Note the order of the agenda was changed by the Chair]

Expectation of Academic Program Review Monitor

Delserone indicated she would like to remind what the APC expects of the APR monitor. She stated the Academic Program Review Guidelines still state the APC Representative should submit a report on the review process within ninety days of the program's response. She said Coordinator Green had researched and provided a timeline to her. She summarized that in early 2013 there had been discussion with Lance Perez and others with APC membership regarding delays and with some of these delays it could be a year or more before the APC monitor received both the Review Team's and the administrative responses. She said in some cases the monitor's term on the APC had ended before s/he was able to deliver the report. She informed after several rounds of discussion it was proposed by Harbison to change the timeline for the monitor to report back to the APC within sixty days of the Review Team report. This was approved by APC membership. She stated the intent is that the timeline be followed and reminded membership serving as monitors of this expectation. She expressed that this is important as there are still several outstanding reports, and asked current monitors to submit their reports in a timely fashion.

Shea remarked he served as a monitor on an APR that had just concluded and would be serving on another APR next semester. He referenced the *Academic Program Review Guidelines* located on the Academic Affairs web page, specifically III. The Review Team, B. Composition, Item 2. He stated Item 2 read "At least one faculty member from the University of Nebraska–Lincoln who is not in the program under review will be the designated member of the Office of the Vice Chancellor." This is separate from the one member of the APC assigned as the APC representative. He said this says "one faculty member" and informed membership on both the APR he had participated in as well as the upcoming APR his understanding was a department head had served as the external UNL faculty member on the Review Team. He wondered if this was acceptable under the *Guidelines* for an APR and asked for clarification. He remarked his understanding was that a Department Head is defined somewhat differently than a Chair and added his perspective was that department heads are primarily administrators and not primarily faculty. He wondered if this was consistent with the *Guidelines* and if not, possibly the *Guidelines* should be looked at more closely.

Discussion ensued. Delserone indicated this could be an item for the Long-range Planning subcommittee to look at. She suggested reviewing previous APR's to see if this was a pattern or should be a concern, or is this practice based on availability and willingness of individuals to serve. Yoder remarked it was not a practice of IANR to specifically appoint a department head to serve. He stated in his perspective a distinction between a "head" or a "chair" could not be drawn. Hoffman conveyed that, commonly on an external Review Team, there will be one or two unit chairs as part of that team. He voiced there might be an advantage in terms of explaining the administrative part of UNL in a way that is understood. Yoder agreed that an administrator can provide guidance. Farrell questioned the authorship of the *Guidelines*. Shea replied that these were a collaboration of the APC, SVC Academic Affairs and the VC for the Institute of Agriculture and Natural Resources. [Green arrived] Discussion concluded with Delserone tasking the Long-range Planning subcommittee to determine the definition of a faculty member in these *Guidelines* for further discussion at a future APC meeting.

For reference the Office of Academic Affairs web site is located at the following URL:
http://svcaa.unl.edu/documents/apr_guidelines.pdf

Action Item: Proposal to Establish the Department of Supply Chain Management and Analytics within the College of Business Administration [attached to permanent record]

Delserone indicated the next item of business was the proposal to establish the department of Supply Chain Management and Analytics within the College of Business Administration and introduced Dean Donde Plowman, who was present to answer any questions. She referenced the report from Marron and Trainin, the subcommittee that reviewed this proposal that contained their synopsis and recommendation. She asked the subcommittee if they had anything to add and there was not.

Plowman stated she had received some additional questions for clarification of data, particularly the budget, and would like to address those questions. She stated the college had been working for several years towards this dream of a sixth department. She informed membership the initial proposal did not clearly communicate that this department had been functioning independently (informally) for the last three years. She stated this wasn't clear in the budget documents. She explained this is why there was a revised proposal submitted to the APC to essentially show how any expenses or sources of resources were transferred from the Management department to this new department. She said the two questions received from the APC subcommittee related to: 1) the addition of new faculty and staff to support the growth in enrollment, and, 2) the origin of the existing budget.

Plowman stated the answer to the first question is 'no' to any addition of new faculty and staff. She conveyed currently the student to faculty ratio in the College of Business is very high, 48:1. She informed the proposed department has a much lower ratio. She added this department has the space and the capacity to grow.

Plowman said in response to 'where is the existing budget coming from,' it is originating from the Management department. She said the bottom line is there are not any new or additional costs to the college.

Delserone asked if there were any questions for Dean Plowman.

Marron questioned the differential of almost a one-quarter million dollars in state funds in the revised version versus the original version. Plowman replied the reason is that now it is shown in the proposed department where before it was shown in the Management department. She added it is already there.

Hoffman wondered on the rationale for creating a new department. He mentioned the merger of two departments in the College of Engineering into one in 2013. Plowman responded that she did not know the specifics of the merger and expressed one would always want to hope for a structure that helps to deliver on your strategic goals. She remarked that the creation of Supply Chain Management was huge and noted there was no major in the State. She said the industry is calling for Business Analytics and there is a growing demand for both. She stated this is very consistent

with the direction of the College and pointed out that faculty in both departments approved this proposed new department.

Marron indicated the subcommittee recommends APC approval of the proposal to establish the department of Supply Chain Management and Analytics within the College of Business Administration and introduced a motion to do so. As a motion from a subcommittee, no second is needed.

Delserone asked if there were any additional questions or comments from membership and there were none. There being none, she reminded endorsement of the subcommittee served as a motion and a second and called for a vote on the proposal. The APC voted unanimously to approve the proposed new department. Delserone thanked the subcommittee for their time and work and Plowman for attending. Plowman thanked the APC for its consideration.

Action Item - Proposal for a Graduate Certificate in Construction Engineering and Management
[attached to permanent record]

Delserone stated the next item of business was a proposal from the College of Engineering for a Construction Engineering and Management graduate certificate. She introduced Farrell and Simpson as the subcommittee that reviewed this proposal and handed over the floor to them.

Farrell conveyed the subcommittee had corresponded with questions to appropriate parties and had received answers. This proposal is contained within an existing major and no additional resources are needed or requested.

Farrell indicated the subcommittee recommends APC approval of the proposal from the College of Engineering for a Construction Engineering and Management graduate certificate and introduced a motion to do so. As a motion from a subcommittee, no second is needed.

Delserone asked if there any questions. There were none, she called for a vote. The APC voted unanimously to approve the proposal for a Construction Engineering and Management graduate certificate. Delserone thanked the subcommittee.

Subcommittee Appointment – Proposal to Establish a Bachelor of Science in Software Engineering Degree as Developed by the Department of Computer Science and Engineering within the College of Engineering

Delserone stated the next item was to appoint a subcommittee to review the proposal from the College of Engineering to establish a Bachelor of Science in Software Engineering degree as developed by the Department of Computer Science and Engineering. She conveyed this proposal had been electronically distributed to membership and also posted on Box. She said the intent was for a subcommittee to review and bring its recommendation to the next APC meeting for full APC consideration.

Delserone asked for volunteers. No member volunteered so Delserone stated she would volunteer. She asked for one more volunteer. Marron volunteered. Both appointment were supported by membership.

Update on Subcommittee Appointment

Delserone updated membership that one of the newly elected members, Leilani Arthurs, had to resign from the APC as she was not able to attend the APC meetings on a regular basis. She said now there not only is a vacancy on the APC, there is a vacancy on the Project Initiation Request (PIR) subcommittee as Arthurs was a member on this subcommittee. She informed membership the Faculty Senate will need to vote on a replacement and the earliest a member would be elected to the APC would be mid-November. She stated a thought is to wait until the new member arrives before asking for a volunteer to the PIR subcommittee, unless membership disagreed. Membership agreed. Delserone added that if a subcommittee member is needed before then a volunteer would be solicited.

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

Delserone asked Green if he had anything to report. Green said he had two items that relate to the business of the APC.

Green stated one item that the APC has asked for was an update on the Distance Education revenue model and next steps associated with that. He conveyed he should be in a position to give membership a full report on that after the review of the Deans' council. He said this meeting is scheduled on November 10. He asked Coordinator Green to place this update on the next APC meeting agenda after this meeting.

Green said the next item was the request he had received today on behalf of the Long-range Planning subcommittee indicating they would like to place discussion on responses to Academic Program Reviews on a future APC meeting agenda. He said Lance Perez and Hector Santiago had also received this request.

Green invited membership to attend the Heuermann Lectures later this afternoon held at the Nebraska Innovation Campus Conference Center.

Delserone asked if there were any questions or comments for Green. There were none. She thanked Green.

Delserone then asked Yoder if he had any matters to share. Yoder said he did.

Yoder communicated the Academic Program Review of the School of Natural Resources begins this Sunday evening.

Yoder updated membership on building projects. He communicated the new residence hall and the new Veterinary Diagnostics building are moving forward and ground has been broken.

Yoder informed membership regarding hiring an executive director for the Daugherty Water for Food Institute; the first candidate will be on campus Monday and Tuesday. He stated there would be three more candidates. He encouraged membership to not only join these conversations but to encourage others as well.

Delserone inquired if there were any questions for Yoder and there were none. She thanked Yoder.

Other Business

Delserone inquired if there were any items for Other Business and there were none.

There being no other business, Trainin moved and Wagner seconded to adjourn the meeting. The meeting was adjourned at 3:40 p.m. The next meeting of the Academic Planning Committee will be held on Wednesday, November 4, 2015 at 3:00 p.m. in the Nebraska Union.

Respectfully submitted,

Michelle (Shelly) Green, APC Coordinator