

## MINUTES

### University of Nebraska – Lincoln Academic Planning Committee

September 7, 2016

**Members Present:** Bloom, Busch, Correas, Delserone, Farrell, Franke-Schubert, Goddard, Hartman, Hinchman, Kostelnik, Marron, Nunez, Simpson, Sollars, Trainin, Wagner, White, Yoder

**Members Absent:**

**Others Attending:**

**Note: There are not verbatim minutes. They are a summary of the discussions at the Academic Planning Committee as corrected by those participating.**

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#### **1.0 Call**

Wagner called the meeting to order at 3:02 p.m. He welcomed new members Bloom, Correas, Hartman, Hinchman, Sollars, and noted Interim SVCAA Kostelnik and Interim VC Goddard will also be on the APC.

#### **2.0 Election of Vice Chair and Chair Elect**

Wagner reported that the nominee for Vice Chair and Chair Elect needs to be an elected faculty member of the APC for one or more years, and noted that the person will also serve as chair of the Long Range Planning Subcommittee. He stated that an issue needs to be resolved on whether the Graduate Council representative is eligible to serve as Vice Chair and Chair Elect or whether it can only be a faculty member elected by the academic faculty body. He pointed out that there is precedent in having the Graduate Council representative serve as Vice Chair, both in 1989 and 1993. Yoder asked if the Graduate Council representative is an ex-officio position. Wagner responded no, the representative was a full member of the APC. Bloom asked how long the term is for the Graduate Council representative with a three-year term. Wagner stated that it is a three year term. Simpson noted that she is in the second year of her term.

Farrell moved that the Graduate Council representative be acceptable to serve as Vice Chair and Chair elect. Motion seconded by Correas and approved by the Academic Planning Committee.

Delserone nominated Trainin who has expressed interest in serving and has been an active member of the APC. Marron seconded the nomination. Wagner nominated Simpson. Correas seconded the nomination. A ballot was distributed for the APC members to vote. Simpson was elected as Vice Chair and Chair Elect.

### **3.0 Approval of April 27, 2016 Minutes**

Nunez moved for approval of the minutes pending corrections from Bloom. Trainin seconded the motion. Motion approved.

### **4.0 Appointments to Subcommittees/Committees**

- Long Range Planning Subcommittee: Simpson, Trainin, Bloom, Farrell, Hartman, Kostelnik and Goddard agreed to serve on the subcommittee this year.
- Project Initiation Request Subcommittee: Nunez will continue to serve as chair, Franke-Schubert, and Correas agreed to serve on the subcommittee this year.
- Sollars volunteered to serve as the APC representative on the University Undergraduate Curriculum Committee.
- Aesthetic Review Committee: Hinchman agreed to serve on the committee for the year.

### **5.0 Report on Academic Program Review (APR) of Special Education & Communication Disorders**

Busch reported that the APR for the department of Special Education & Communication Disorders went well and was appropriately handled. She noted that the department felt that the suggestions were helpful and some have already been acted on. She stated that there was great participation from the department members in the meetings she attended.

Kostelnik reported that the APR was very well managed and she appreciates all those involved with it. She noted that this was the first APR of the combined department of Special Education & Communication Disorders because at one time they were separate units. She stated that it was much more fruitful to have the disciplines interact with each other. She pointed out that the APR was successful because the department received very good, useful feedback. Busch stated that she enjoyed participating in the APR and felt it was a very good process and interesting to learn about other departments.

### **6.0 Report on Academic Program Review of Earth & Atmospheric Sciences**

White reported that Earth & Atmospheric Sciences (EAS) was formed in the late 1990s and consolidated the former departments of geology and meteorology-climatology. He noted that it is always a challenge for any departments with multiple interests to develop a common vision, but the department has made a great deal of progress in unifying itself since the last APR, although some challenges still remain. He reported that there is a wide variety of research interests, but the review team was particularly interested in the department finding more ways of bridging research interests between the geological sphere and the meteorological spheres. He noted that the review team also felt that the department should have a more comprehensive research effort connecting water underground, on the surface, and in the atmosphere.

White reported that the review team members were highly regarded in the field and were highly prepared. The team noted a number of strengths of the department including a high degree of faculty collegiality. He stated that challenges for EAS include the lack of

staffing and outdated facilities. However, given the number of recommendations the department was very willing to respond to them and began to implement some of the recommendations, including task forces to look into strategic planning for EAS and modernizing facilities. He stated that based on the responsiveness of the department to the recommendations, he sees no need for a hearing.

#### **7.0 Report on Proposal for Nutrition, Non-coding RNAs and Extracellular Vesicles Graduate Certificate**

Sollars reported that the proposal for a graduate certificate for Nutrition, Non-coding RNAs and Extracellular Vesicles meets all of the established criteria and enhances the marketability of graduate students. She noted that a total of 16-18 credit hours must be taken. She stated that the certificate just enhances the current graduate program so no additional resources are required. She reported that she and Harbison (former APC member) did not see any reason not to approve the proposal and recommended approval.

Correas asked if it would be better to have the program as a minor. Sollars asked what it would be a minor in because it does not fit into any one program. Correas suggested that it could be an option to go into one of the departments associated with the program. Simpson pointed out that the Graduate Council reviewed the proposal and the fact that the program involves multiple departments and graduate programs and more coursework than is required for a minor rules the idea out.

Bloom noted that the APC ensures quality control over proposal for graduate certificates and asked if there are any general standards that apply to proposed certificates. Wagner stated that the program has to be valuable for the students. Trainin stated that it should not cost additional resources for the University, and Nunez said that the certificate should be a new and different program from existing programs. The proposal was approved with one abstention.

#### **8.0 Report on Proposal for Public Relations and Social Media Graduate Certificate**

Farrell reported that he and Trainin met to review the proposal and felt that the certificate seems logical and there is a market for it. Trainin stated that the graduate certificate is a way to capture returning students and possibly get students into a full master's degree program. Farrell pointed out that being adept at social media will be an important skill for any discipline. Hartman asked if there is a market for students with a graduate certificate in the discipline. Farrell reported that Graduate Studies indicates there is an incredible demand for students in the program. Marron pointed out that there are tremendous growth opportunities in the field of public relations and social media. The proposal was approved.

#### **9.0 2016-2017 Academic Program Review Schedule – APC Representatives Needed for Spring APRs**

Wagner noted that four APRs will be conducted in the spring and APC representatives are needed. White volunteered for the Classics and Religious Studies APR; Trainin volunteered for the University Libraries APR; Bloom volunteered for the Biochemistry APR; and Sollars volunteered for the Chemistry APR.

## **10.0 Suggested Revisions to UNL Bylaws Section 1.10.1.1 Membership of the APC**

Wagner reported that the Faculty Senate Executive Committee did not agree with one of the suggested revisions made to the UNL Bylaws that was approved by the APC. He noted that the APC proposal is to include a non-tenure track faculty member on the committee which would increase the membership to 19, but if no qualified non-tenure track faculty members are willing to run for election, the committee would revert back to 18 members. He stated that the Senate Executive Committee is recommending that the membership be kept at 19 by having a tenure track or tenured faculty member fill the position. This would keep the membership at a constant 19 members. Griffin pointed out that efforts to try and get non-tenure track faculty members to run for election would continue the following year.

Sollars noted that adding another faculty member to the APC would create a slight imbalance in representation of the different disciplines. Kostelnik pointed out that more non-tenure track faculty members might be willing to run for election than people think. She noted that it has not been clear that non-tenure track faculty members are welcome to participate in faculty governance. She noted that the effort is to have a diversity of voice on the committee. Griffin pointed out that the current membership of the APC does not restrict non-tenure track faculty members from serving, and in fact, one of the current members is a non-tenure track faculty member.

Farrell asked what qualifications non-tenure track faculty members would need to serve. Wagner reported that the academic assembly, as defined in the current UNL Bylaws, states that members of the UNL Assembly shall have .50 FTE or greater and three successive academic years of paid faculty service at any professorial rank. He pointed out that these details are included in the proposed language of the Bylaws.

Trainin suggested that the phrase “if qualified nominees are available” be removed. Correas stated that the seat must be reserved for non-tenure track faculty members and if a seat on a committee is open people will sign up for it. Griffin pointed out that the Committee on Committees, which develops the ballot for elections to the APC, only hears from a limited number of faculty members who are willing to serve, and oftentimes has to solicit people to see if they would consider running for election. Farrell pointed out that the university needs to communicate better with non-tenure track faculty members. Trainin moved that the phrase be removed. Motion seconded by Correas. Motion approved with one abstention.

Yoder asked what will happen with the APC membership with the change in the VC for Research and Economic Development position. Nunez stated that there will be two distinct Vice Chancellors: one for Research and the other for Economic Development. He stated that the Vice Chancellor for Economic Development will report directly to the Chancellor, while the Vice Chancellor for Research will report to the Executive Vice Chancellor and Provost. He suggested that the Vice Chancellor for Research might be a

more appropriate member conceptually on the APC, but this needs to be a membership discussion and decision. He stated that the revisions need to be amended to correct the title of the Vice Chancellors. Trainin moved that the amendments as discussed be approved and that the Faculty Senate Executive Committee be notified. White seconded the motion. Motion approved.

Wagner noted that the Faculty Senate Executive Committee inquired about a continuing representative from Institutional Research, Analytics and Decision Support. He stated that he and Nunez met with the Committee to discuss how the university structure has changed, but regardless this resource is always available to the Committee if, and when, the need arises. Thus, permanent representation membership on APC isn't needed. Nunez stated that one additional suggestion from the meeting was that APC's internal procedures could be updated to include language that the IRADS office should be contacted whenever data are needed by the APC. Wagner indicated that he agreed with this suggestion and promised to bring it to the attention of the APC.

#### **11.0 Matters from Vice Chancellors: Academic Affairs, Institute of Agriculture and Natural Resources (IANR), and Research and Economic Development**

##### Academic Affairs

Kostelnik noted that she spoke at the Faculty Senate meeting yesterday but was remiss in not saying the sadness of the campus with the recent loss of former VC Paul.

Kostelnik reported that the Higher Learning Commission reaccreditation site visit will be in October and the administration is asking the campus to prepare for it. She pointed out that in past reaccreditations the campus has been able to write a report, but this time in addition to the report, evidence to support the statements must be provided. She noted that efforts are being made to collect all the necessary evidence and asked people to provide assistance if they are contacted. She stated that in the future the campus will need to do a better job of retaining the evidence and the administration is trying to determine a more systematic way of doing this. She reported that there will be an opportunity for members of the campus community to come to sessions to learn more about what accreditation means and to provide information on the campus visits. She reported that enrollment figures are up in all areas and the goal is to continue this growth.

##### IANR

Yoder wanted to echo the comments about former VC Paul's passing. He reported that one of the changes with IANR is the formation of the Eastern Nebraska Research & Extension Center which will be presented to the Board of Regents in October. He stated that consideration is being given as to whether the Nebraska East Union should be renovated or razed and a new facility built. He reported that three endowed chaired professorships have been established as the foundation of the Clayton K. Yeutter Institute of International Trade and Finance: one in the College of Business Administration, one in IANR, and one in the Law College.

### Research and Economic Development

Goddard stated that it was with mixed emotions that he was at the meeting because he was there due to the passing of former VC Paul who will be greatly missed. However, he is excited about the opportunities for the campus. He noted that we had \$146.9 million in recent research awards and he doubts that this figure will be lowered in the future because we are on our way for another good year with the recent announcement of the \$11 million NIH grant to study biomolecular communication, and there is more good news on the horizon.

Goddard reported that there will be searches for a Vice Chancellor of Economic Development and one for Vice Chancellor of Research once the search for the Executive Vice Chancellor and Provost are completed.

## **12.0 Other Business**

### APC Representative on Academic Program Reviews

Wagner reported that the schedule of meetings for the upcoming English department APR indicates that the APC representative is to attend only a few of the meetings, but it is his understanding that the APC representative is a member of the external review team and attends many of the meetings. White noted that he was not expected to attend all of the meetings in the recent APR he monitored. Busch agreed, but pointed out that she was told that she was welcomed to attend the other meetings with the external review team. Wagner noted that the APC representative cannot monitor the process if they are not in attendance.

Kostelnik noted that the APC representative's role in APRs has evolved over time. Previously the representative just attended some meetings to get a sample of the process. She pointed out that the APC representatives are welcomed to attend all of the meetings, but the APC needs to decide if they want the representative to do this because it is a serious time commitment. Wagner pointed out that the APC guidelines on the APRs state that the representative is a full member of the external review team. Goddard noted that if a person is an observer they can observe at different times, but if a person is a full member they would need to be more actively involved. Wagner pointed out that the APC representative has two roles: to monitor the process and to participate. According to the guidelines the representative can contribute to the writing of the external review team's report. Kostelnik stated that the APC needs to clarify the role of the representative. Wagner stated that there will be further discussion at the next meeting about the role of the APC representative.

Wagner noted that once the UNL Bylaws are revised the APC will need to make some revisions to its operating procedures.

The meeting was adjourned at 4:35 p.m. The next meeting of the APC will be on Wednesday, September 21, 2016 at 3:00 in the City Campus Union, Ubuntu Room (202). The minutes are respectfully submitted by Karen Griffin, Coordinator.