

Spring 3-8-1949

Senate Meeting March 8, 1949

Academic Senate
Illinois State University

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SENATE MEETING
March 8, 1949

The meeting was called to order by President Fairchild with all members present except Dr. Fitzgerald who was out of town.

The President reported having information from Miss Whitten to the effect that the forms to be used indicating choices of second teaching fields have not been received from the print shop following approval of final proof.

The President announced that action was taken at the Plant Staff meeting earlier in the day to the effect that keys will be issued only by written order of Heads of Departments directed to the Business Office. Forms will be provided for this purpose.

College Day will be held on Monday, April 25. This is one of the most important days of the school year, and it must be recognized that class work will be disrupted to a considerable extent. Registration and counseling with Heads of Departments will be held in the two reserve rooms of the library, and, consequently, activities in the library will be disrupted in the forenoon particularly. The President asked Heads of Departments to be sure to be available for counseling with prospective students at the times indicated. Mr. Hoover raised a question concerning the possibility of securing information with reference to fields of interest of prospective students. Miss Brenneman indicated that she believed it quite possible to add this information to the registration cards used on that day. The President asked Miss Brenneman to give this information to Mr. Watterson, Chairman of College Day activities.

The President announced that any additional information concerning scholarships and awards which has not been previously printed in the general catalog and which should be added this year should be turned in to Miss Brenneman not later than Thursday noon of this week.

The President announced that the graduate bulletin will be off the press very soon, that the summer session bulletin copy is in the print shop, and that copy for the general catalog is nearly completed. (Note: The last of the copy for the general catalog was delivered to the printer on March 11.)

For the information of Heads of Departments and Directors of Divisions, the President indicated that he believes there will be approximately 2450 students registered for next year. He discussed briefly the importance of enlisting interest in preparing for teaching in the elementary grades.

The President announced that it is possible to have Miss Kurkel come to the campus to confer with individuals who may be interested concerning proposed changes to be made in connection with the retirement system. (Later: Miss Kunkel has agreed to come to the campus on Monday, March 21. Particulars will be given at March 15 faculty meeting.)

Within the last twenty-four hours, considerable activity has been in progress with reference to the budget for the next biennium. Carbondale is asking for an additional \$600,000.00 probably from grants to the four other schools who do not see how they can make additional cuts in their askings. A Teachers College Board meeting is to be held in Springfield on Thursday, March 10, in this connection. (Meeting later postponed to Sunday, March 13.) The President reported having received a telegram announcing plans of the legislative committees to visit our campus on Thursday, March 10, at 4:00 p. m. The visit was postponed at the President's request since it

is hoped that the committees can spend more time on the campus than would be possible after the proposed hour. Also there would be more time to prepare for such a meeting.

Miss Stein, Chairman of the Committee on the Administration of Student Teaching, opened a discussion, and asked Mr. Miller to present in greater detail a suggested form for a proposed student handbook. Mr. Miller distributed suggestive copies (dummies) and asked that any reactions or suggestions be given to him or Miss Stein so that they may be considered in preparing the book.

Mr. Carrington asked for reactions with reference to a mimeographed form which has been prepared to be used in making application for student teaching. Any suggestions should be made directly to Mr. Carrington.

Mr. Goodier announced that the Religious Life Board voted unanimously to ask that Illinois State Normal University be considered in a schedule for next year being planned by the United Christian Mission of New York City for a religious emphasis week.

The meeting adjourned.

Elsie Brenneman
Secretary

A short meeting of Heads of Departments was called immediately at the conclusion of the Senate meeting.

President Fairchild reported having received the results of a questionnaire concerning practices in colleges and universities with reference to the appointment or election and functions of Department Heads. The study was made by the State Teachers College of Eau Claire, Wisconsin. It showed that most Department Heads were appointed and that their duties consisted of those that are generally expected of persons in such positions on the campus at I. S. N. U. More detailed information will be given to Department Heads later as to the nature and the results of this study.

The President announced that a great number of applications for the 28 vacancies on the faculty are now being received. He suggested that Heads of Departments consult with his secretary, Mrs. King, concerning the examination of applications. If they are taken from the office, Mrs. King should have that information. If additional applications are received, they will be added to those already in the folder.

The President asked Heads of Departments to give some thought to what they conceived to be the qualifications, relationship, and function of a director of an audio-visual program. Any suggestions should be written out and turned in to the President's office.

The meeting adjourned.

Elsie Brenneman
Secretary