

Summer 7-29-1970

Senate Meeting July 29, 1970

Academic Senate
Illinois State University

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ACADEMIC SENATE MINUTES

July 29, 1970

Vol. I, No. 14

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Meetings of the Academic Senate are open to members of the University community. Persons attending the meetings may participate in discussions with the consent of the Senate.

Persons desiring to bring items to the attention of the Senate may do so by contacting any member of the Senate.

ACADEMIC SENATE MINUTES

July 29, 1970

Vol. I, No. 14

CALL TO ORDER

A special meeting of the Academic Senate was convened at 7:10 p. m., in 401 Stevenson Hall, by Mr. Morris.

APPROVAL OF MINUTES

(I-94) A motion (Mr. Finley, Mr. Linman) was passed to approve the Minutes of the meeting of July 15, 1970.

One Senator raised the point that the Senate should have more roll-call votes so that the electorate may see how its representatives are voting. Mr. Morris said he had received communications on this point, too.

RESIGNATION

Mr. Morris read a letter from Mr. William Legge announcing his resignation to accept a position outside the University.

NEW MEMBER

(I-95) Mr. Richard C. Youngs, who had tied with Mr. Legge in the election for the Senate and who was the runner-up for the constituency involved, was declared a new member. A motion (Mr. Hicklin, Mr. Hubbard) to seat Mr. Youngs passed, with one abstention, according to a motion passed by the Senate at the April 21 meeting.

The Senator who abstained had raised the point that the College of Education, during the election for the Senate, had indicated that in certain areas a new election should be held in case of a resignation. The Secretary confirmed this point, remarking that he had been so informed and had reported this earlier to the Senate.

This point was made for clarity. Nothing in the discussion involved Mr. Youngs nor the department which conducted the election to which he was runner-up.

LEAVE POLICY AND PROCEDURES

(I-96) Amended copies of the proposed "Leave Policy and Procedures" were distributed and the changes were explained. The principal revisions involve changing the mandatory obligation to remain for two years to a professional obligation to remain for one year; and, a person on sabbatical may earn occasional fees. A motion (Mr. Kohn, Mr. Zeidenstein) passed unanimously to adopt the "Leave Policy and Procedures" as corrected. (A copy of the "Leave Policy and Procedures" is appended to the Minutes.)

REPORT ON ACADEMIC RANK FOR ADMINISTRATIVE PERSONNEL

(I-97) The committee considering the report on "Academic Rank for Administrative Personnel" was not prepared to present any recommendation at the meeting and asked that consideration of the item be postponed until fall. The Senate unanimously approved a motion (Mr. McCarney, Mr. Cohen) to table consideration of the report on "Academic Rank for Administrative Personnel."

COMMITTEE TO STUDY ADMISSIONS POLICY

In response to a letter from Stanley Escott, which asked that the Senate appoint a committee on admissions, the following bill was introduced:

A Bill to Establish a Committee on Admissions

Be it hereby resolved that the Academic Senate establish an ad hoc "external" committee to advise it on admissions procedures and policy. The committee will report back to the Senate no later than the second of December, 1970.

The membership of the committee shall consist of fourteen members:

- Five faculty members - one from each college
- Two continuing* undergraduates students - one upper division student
- one lower division student
- One undergraduate transfer student
- One graduate student
- One representative from either Financial Aids or Orientation
- One representative from the Dean of Student Services Office
- One College Dean
- One representative from the Dean of Faculties Office
- The Director of Admissions shall be an ex-officio member

The committee shall be nominated by the Chairman of the Senate upon consultation with the Academic Affairs Committee of the Senate and with the advice of the Executive Committee and shall start to function after its membership has obtained the consent of the full Senate. The chairman of the committee shall be named by the Chairman of the Senate with the advice and consent of the Executive Committee. (By-Laws 2.7 (c))

*A continuing student is defined as one admitted to I.S.U. as a lower freshman.

- (I-98) A motion (Mr. Hulet, Mr. Egelston) was approved unanimously to adopt the bill and to establish the committee.

LEGISLATIVE JURISDICTION OF SENATE INTERNAL STANDING COMMITTEES

The Senate took up the resolution from the Rules Committee, dated July 14, 1970, regarding legislative jurisdiction of Senate Internal Standing Committees. Three amendments were approved.

- (I-99) The Senate unanimously approved a motion (Mr. Zeidenstein, Mr. Hubbard) to amend the resolution by deleting the phrase "Resolution 70--1."
- (I-100) A motion (Mr. Witte, Mr. Murdock) was approved, with one abstention, to amend that the Athletic Board be under joint jurisdiction of the Student Affairs Committee and the Faculty Affairs Committee and that the University Publications Committee be jointly under the Student Affairs Committee and the Administrative Affairs Committee.

The Senate discussed the committees on the list; it was emphasized that not all committees are included. Also, some of the campus publications were mentioned, such as Orbit and the Illinois State University Journal, which do not come under the University Publications Committee. The Journal, as an example, is considered a faculty journal and its editors report directly to the President; its budget matters are handled by the office of News and Publications.

- (I-101) The third amendment was on a motion (Mr. Cohen, Mr. Bond) to add the Academic Planning Committee to the list of committees under the jurisdiction of the Academic Affairs Committee. The motion passed unanimously.
- (I-102) Then the Senate unanimously approved a motion (Mr. Zeidenstein, Mr. Braden) to adopt the proposed By-Law as amended. (A copy of the amended By-Law is appended to the Minutes, as is the cover letter which supplies background information.)

SOCIAL WORK PROGRAM

- (I-103) Mr. Cohen, chairman of the Academic Affairs Committee, asked for a suspension of the rules so that Mr. Shailer Thomas and Mr. Stanley Rives could speak. The Senate unanimously approved a motion (Mr. Cohen, Mr. Linman) to suspend the rules so others may speak.

Several Senators spoke out about the problems inherent in establishing a professional School on campus and with having a Dean in charge of a faculty of six or eight persons. These two points caused considerable comment.

Mr. Bond said, in reply to questions, that for purposes of this University the term "School" meant a professional body preparing professional persons; examples are School of Medicine, School of Law, etc. The proposed School of Social Work would be parallel to Colleges in the administrative structure of the University and would bear the same relation to the Graduate School. The Dean would report to an Associate Dean of the Faculty.

The point was raised about the selection of Assistant Deans and Associate Deans. At present, no group is appointed to help choose such a person, as is the case with Department Heads and Chairmen. It was suggested that the Senate concern itself with this point at a later date.

One Senator objected to the name "School" and its place in the administrative structure on the grounds that such a step would be a step backward toward the old ISNU structure.

The title of "Dean" was debated a while. It was reported that, nationally, a Dean or a Director is in charge of a School of Social Work.

Objections to the title of "Dean" were dropped when it was argued that the title is used freely at the University, and that so many people carry the title of "Dean" now that one more could cause no alarm.

The question was raised as to why the proposal to develop the School had not gone through the usual steps involved in Academic Planning. Members of the Task Force on Social Work pointed out that, at this point, all that was wanted was approval to plan the development of a School. Nothing beyond this is definite.

Mr. Hicklin reported that the Board of Higher Education will probably call for new Schools of Social Work under Phase III, and he urged that the Senate act now to put the University on record as being in favor of having one here.

Other points mentioned were that the School would function primarily at the graduate level with students working toward the degree of Master of Social Work; also, with the job market for teachers tightening, it would be wise to turn to non-teaching fields such as social work, in which there is high demand for graduates and good salaries paid.

The question was asked whether Irving Tebor, author of the feasibility study and Acting Dean of the School of Social Work at San Diego State College, was to be brought in as Dean. It was reported that Dr. Tebor was not under consideration.

- (I-104) The Senate then acted on a motion (Mr. Hubbard, Mr. Gray) that the Senate approve the planning of the development of a School of Social Work with the understanding that the administrative nature of a School will be thoroughly explored and resolved. Two members abstained; all else voted "yes."

SOCIAL JUSTICE PROGRAM

Mr. Cohen, who presented the report on the Social Justice program, again asked that the rules be suspended so others could speak. Permission was given by consent of the Senate.

Mr. Jacks reported that the title became "Social Justice (corrections)" after the Board of Higher Education offered to fund the planning if an emphasis were put on corrections work. Thus the program would emphasize corrections for the first phase but will expand into other areas of social justice as soon as possible.

The program would be largely undergraduate at first, with a graduate program developing later. Junior Colleges are offering such courses now, it was mentioned. Further, the job market for graduates in such a program is a good one.

The question was raised as to why this program was not going through the usual process used to approve new programs. Again, it was pointed out that approval of a program was not sought at this time. What was requested was approval to plan such a program.

(I-105) The Senate unanimously approved a motion (Mr. Cohen, Mr. Hicklin) that the Senate approve the effective initiation of the planning of a program in Social Justice (corrections) as outlined in the report.

SENATE COMMITTEE REPORTS

Executive Committee

Mr. Witte reported for the Executive Committee and read the list of members appointed to two groups:

The ad hoc committee on recreational facilities will consist of: Bob Elsey, Jack Walker, Kathy Tschannen, Steve Beatty, and Jim Nolan.

Appointed to a liaison committee to work with the Normal Human Relations Commission: 3 faculty members: Robert Rumery, Patricia White, and Miriam Wagenschein; 3 student members: Donnie Fields, Linda Gamble, and Roberta Graham.

A list of members of standing committees was distributed. Mr. Bond remarked that he would welcome names of nominees for the Council for General Education and for the Council for Teacher Education.

Also distributed was a list of matters referred to the Senate internal standing committees.

Student Affairs Committee

The Senate was asked to act on Student Life - ISU at the meeting of August 5. The publication was described as having no major policy modifications.

Objections were registered on the grounds that the section dealing with disruptions does constitute a policy change; that the Student Affairs Committee has not yet considered the document; that the I.S.U. Constitution calls for Senate approval of such a document; that the copy itself states that the Senate has to approve it.

Several Senators have sent written comments about Student Life - ISU to the group writing it and they asked if the group, having requested comments, would even consider them. The Senate proposed that when the Student Affairs Committee considers the document, on August 4, that these comments be transmitted to the Committee.

The Committee will report to the Senate on August 5 about the document.

Faculty Affairs Committee

Mr. McCarney reported on the drawing up of standards of conduct for faculty members. Such standards were first requested by the Council of Deans, and then on

July 16 the Board of Regents directed that such standards be written and submitted to the Board for approval. The Faculty Affairs Committee recommended the creation of an ad hoc committee to write such standards.

Mr. McCarney requested that approval of the committee, which will be completely appointed by next week, be listed as an action item on the agenda for the meeting of August 5.

Rules Committee

Copies of these documents were distributed:

Constitution of Academic and Athletic Association of Midwest Universities (Final Revision: June 10, 1970)

By-Laws of the Conference of the Midwest Universities (CMU)
(Final Revision: June 10, 1970)

By-Laws of the Academic Affairs Conference of the Association of Midwest Universities (AACAMU) (Final Revision: June 10, 1970)

Memorandum of Understanding and General Regulations of the Conference of Midwest Universities (Final Revision: June 10, 1970)

Presidential Search Committee

Mr. Morris reported that the entire Committee met on Friday, July 24 and will meet on campus on July 30. The group is discussing procedures for its search. Mr. Morris said he hoped that the Committee could bring a list of suggested criteria to the Senate by August 5.

COMMUNICATIONS

Mr. Hulet reported on the opening of bids for the University Union-Auditorium complex and said that although they exceeded estimates a bit it was felt that contracts could be let for the building, once some changes were made.

Mr. Bond said the Senate should schedule for discussion and action, sometime in the near future, the topic of dismissal of classes in the fall so students could work in political campaigns. A special short-term course in practical politics will be given this fall semester for interested students, but no approval has been given so far for the dismissal of classes in the period before the election.

The Senate adjourned at 9:50 p. m.

For the Academic Senate,

John S. Hill, Secretary

JSH:st

NAME	ATTEN-DANCE	V O T E							VOICE VOTE		
		Motion #I-95	Motion #I-96	Motion #I-100	Motion #I-104	Motion #	Motion #	Motion #	Motion No.	Y	N
Adams									I-94	X	
Barz									I-97	X	
Brockman	P	Y	Y	Y	Y				I-98	X	
Cohen	P	Y	Y	Y	Y				I-99	X	
Comfort	P	Y	Y	Y	P				I-101	X	
Drew	P	Y	Y	Y	Y				I-102	X	
Egelston	P	P	Y	Y	Y				I-103	X	
Ferrell									I-105	X	
Finley	P	Y	Y	Y	Y						
Flaherty											
Flashaar											
Gillett	P	Y	Y	Y	Y						
Goodall	P	Y	Y	Y	Y						
Grace											
Gray	P	Y	Y	Y	Y						
Hage	P	Y	Y	Y	Y						
Hakala	P	Y	Y	Y	Y						
Hansen											
Hicklin	P	Y	Y	Y	Y						
Hill	P	Y	Y	Y	Y						
Hubbard	P	Y	Y	Y	Y						
Hufford											
Ichniowski											
Kagy	P	Y	Y	Y	Y						
Kelly	P	Y	Y	Y	Y						
Kohn	P	Y	Y	P	Y						
Youngs	P	Y	Y	Y	Y						
Linman	P	Y	Y	Y	Y						
McCarney	P	Y	Y	Y	Y						
Morris	P	Y	Y	Y	Y						
Murdock	P	Y	Y	Y	Y						
Perry											
Peterson	P	Y	Y	Y	Y						
Pritner											
Berndt											
Retzer											
Ronan											
Sarlo											
Smith											
Truex	P	Y	Y	Y	Y						
Turner	P	Y	Y	Y	Y						
Walther	P	Y	Y	Y	Y						
Wedemeyer											
Whitlow											
Zeidenstein	P	Y	Y	Y	P						
Witte	P	Y	Y	Y	Y						
Johnson											
Hulet	P	Y	Y	Y	Y						
Bond	P	Y	Y	Y	Y						
Braden	P	Y	Y	Y	Y						

Y = Yes N = No P = Present

LEAVE POLICY AND PROCEDURES

I. SABBATICAL LEAVES

The Sabbatical Leave Program is intended to maintain and improve the quality of the educational programs of Illinois State University by creating opportunities for the academic staff to acquire new methods and techniques, to broaden outlooks, and to improve professional competency and stature through study, research, and other professional development activities. The President of the University is responsible for recommending sabbatical leaves to the Board of Regents and such recommendations are based upon the following conditions:

1. Availability. Sabbatical leaves to be granted shall be available to a number of faculty members as defined in Article 1, Section 2B of the Illinois State University Constitution and this number shall be limited to one out of every twenty-five such full-time faculty members or major fraction thereof each year. Requests for leaves must be submitted to departmental chairmen between November 1 and December 1 of the academic year preceding the leave.
2. Stipend and Term. The timing and period of the sabbatical leave shall be left to the discretion of the President.
 - A. The total leave period may not exceed nine months.
 - B. The total leave compensation from the University may not exceed the equivalent of four and one-half months' pay at the salary rate in effect during the leave period.
 - C. A person granted sabbatical leave may not engage in remunerative services involving salary or wages except for occasional fees for speeches or for consulting during the leave without the specific prior approval of the President and Board.
 - D. If an individual receives a professional teaching or research grant, he may be granted sabbatical leave and may accept the grant provided the amount of such grant allocated to salary plus the amount of his salary on leave does not exceed his normal salary for the period of his sabbatical.
3. Criteria and Eligibility. To be eligible for a leave, a faculty member must have served at least five years on the faculty at Illinois State University. No faculty member shall receive a leave oftener than once in seven years.

Sabbatical leaves are expected of faculty members in order to assist them in maintaining and improving their professional knowledgeability and skills. Such leaves are not automatically granted to individuals upon completion of a stated period of service. Each application will be judged on the basis of the benefit which will accrue to the University and to the individual. It is expected that each application will be accompanied by a detailed description of the sabbatical leave project. Projects shall be evaluated primarily on the basis of creative or scholarly merit and promise. For those requesting a leave for study leading to an advanced terminal degree, recent and consistent prior effort toward attainment of the degree should be shown. Only under special circumstances related

to collegiate needs will sabbatical leaves be granted to satisfy the requirements to achieve assistant professor status. Whether or not sabbatical leaves can be granted in any given year will depend upon the financial situation of the University. The final judgment as to whether particular leaves will be awarded or as to whether any leaves can be provided in a given year is the responsibility of the President, based upon the recommendation of the Dean of Faculties and the deans of the individual colleges.

- A. Priority Categories in Order of Importance (Depending upon the faculty member's University assignment, the first priority criterion would ordinarily be either item 1 or 2 below.)
- (1) A project designed to enhance performance in teaching
 - (2) A project which will result in scholarly or artistic productivity in the form of publications or other tangible accomplishments
 - (3) A project designed to enhance performance in other major University activities such as professional service or administration
 - (a) A project supplemented by an external professional grant leading toward improving professional performance will be given special consideration for items 1, 2, and 3 above
 - (4) A proposal for completion of an advanced degree
 - (5) A proposal for completion of course requirements toward an advanced degree
 - (6) A proposal principally involving travel directly related to the faculty member's University assignment or proposed project for professional improvement
- B. Criteria to be Used in Judgment of the Leave Proposal:
- (1) Contribution of the sabbatical to the professional and personal welfare of the faculty member
 - (2) Significance of the proposal to University goals
 - (3) Contribution to the professional stature of the University
 - (4) Ability, based upon past performance, to complete proposal
 - (5) Convenience to the University, except that a faculty member cannot be refused on this basis alone more than three successive years.
 - (6) Seniority
 - (7) Recency of last sabbatical

- (8) Priority consideration will be given to faculty members with tenure. A letter from the department chairman to the college dean and Dean of Faculties regarding future tenure status of the faculty member must be accompanied by all sabbatical leave requests submitted by non-tenured faculty.

4. Obligations. An individual granted a sabbatical leave assumes a professional obligation to return to the University for a period of at least one year subsequent to his leave.

Within three months of the completion of a sabbatical leave, a faculty member must file a written report summarizing the purposes to which the leave was put and listing the publications or other accomplishments resulting therefrom. This report shall be incorporated into the individual's evaluation for salary increases, promotion, and tenure at the time of the next evaluation for such purposes following completion of the leave.

5. Application. Faculty members desiring to apply for sabbatical leave shall obtain a copy of the requisite form from their department chairman or college dean or from the office of the Dean of Faculties. Three copies of this form must be submitted to the department chairman between November 1 and December 1 of the academic year preceding the leave. The department chairman must submit one copy to the college dean and one copy to the Dean of Faculties no later than December 15, keeping one copy for his files. In forwarding an approved leave application, the department chairman will explain how the applicant's duties will be taken care of during the leave. No commitments to any applicant can be made ahead of time by an administrator. When action on the application has been completed, formal notification will be sent to the applicant and his department chairman or head from his college dean. Any change in the plan of an approved leave application must be reviewed and approved by the President and the Board must be informed.

II. LEAVE WITHOUT PAY

In special cases, a faculty member may be granted a leave of absence without pay. However, the purpose of the leave of absence must be weighed against the need for the services of the applicant in carrying out his usual academic duties. Such leaves cannot be granted for more than two consecutive years. Procedures for application are the same as those for sabbatical leaves.

III. SICK OR DISABILITY LEAVE

See the Governing Policies and Practices of the Board of Regents.

