Letter from President Budhig re Absence From Meeting

Academic Senate
Illinois State University

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October 8, 1974

Professor Robert Sutherland  
Chairman, Academic Senate  
Illinois State University

Dear Professor Sutherland:

On October 9-11, 1974, I will be out of the state attending the 57th annual meeting of the American Council on Education. I will be serving as Illinois State University's institutional representative.

Therefore, I will be unable to attend Wednesday night's session of the Academic Senate. The Dean of the University will be in attendance, however.

Respectfully,

Gene A. Budig

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cc: Dr. Arlan C. Helgeson
"In light of the fact that there are no runners-up in the on-campus election the Committee will request the Student Association to prepare and recommend procedures for filling vacancies which might occur. (The normal procedure is to seat the next runner-up.) These recommendations should then be forwarded to the Senate."

In view of the above extract the Student Association is recommending the following proposal.

Geoffrey E. Kolasa, Vice Chairperson, Academic Senate
Joseph F. Arnold, President, Student Association

Subject: Academic Senate On-Campus Student Selection Committee

Proposal: To form a committee of four members to recommend a student to fill the on-campus student vacancy on the Academic Senate.

Composition: The composition of this committee will be:
1) The President of the Student Association
2) The Vice-Chairperson of the Academic Senate
3) One on-campus representative from the Student Association Assembly elected by the Student Association Assembly
4) One on-campus student senator elected by the Academic Senate

Chairman: to be elected by members of the committee.

Qualifications:
1) A candidate must be an undergraduate student.
2) A candidate must be a full-time student (12 or more hours.)
3) A candidate must be an on-campus student.
4) A candidate must not be on academic probation.

Requirements:
1) Candidates must complete a basic background information sheet. (A copy of the information sheet is attached.)
2) Candidates must acquire 25 signatures of other on-campus undergraduate students in petitioning for this position.

Length of Application and Petitioning Period: 10-15 days

Screening Process: Each candidate for selection will be given a thirty to forty-five minute informal interview by the selection committee. The committee will meet before the final screening to determine the criteria for evaluation.

Disposition of Recommendations:
Upon completion of the screening process the committee will submit a rank ordering of the most preferred candidates (not to exceed 6) to the Student Association Assembly for their approval in an Executive Session. As approved by the Student Association Assembly the recommendations will then be forwarded to the Academic Senate. The Academic Senate during an executive session will then elect one of these candidates to the position of on-campus student Academic Senator.
Suggested Tentative Schedule:

- Open application and petitioning period Monday, October 8th at 12 noon.
- Close application and petitioning period Friday, October 18th at 12 noon.
- Screen candidates Friday and Saturday October 18th and 19th.
- Submit recommendations to the Student Association Assembly at their regular meeting Sunday October 20th during an executive session for approval.
- As approved, forward recommendations to the Academic Senate at their regular meeting Wednesday October 23rd. In an executive session at this meeting the Senate would then elect a student.
APPLICATION FOR STUDENT ON-CAMPUS REPRESENTATIVE TO THE ACADEMIC SENATE

(BACKGROUND INFORMATION SHEET)

NAME ____________________________________________

ADDRESS ____________________________________________

PHONE ______________________ MAJOR __________________________ MINOR ________________

1. a) Are you an undergraduate student? Yes ________ No ________
b) Are you a full-time student? Yes ________ No ________
c) Are you living on-campus? Yes ________ No ________
d) Are you on academic probation? Yes ________ No ________

2. Do you feel you have sufficient time to serve on the Academic Senate?

3. How many semesters have you attended ISU and how much longer do you plan to attend?

4. How do you feel you can serve the best interests of the student body and the University Community by having this position?

5. List any achievements or activities which demonstrate your knowledge of University relations and campus governance.

Take all the space you need in filling this out. Please include any additional information you think necessary. RETURN THIS APPLICATION WITH YOUR SIGNED PETITION TO THE STUDENT ASSOCIATION OFFICE NO LATER THAN 12 NOON on FRIDAY, OCTOBER 18th, 1974.