Spring 2-25-1976

Letter from President Gene A. Budig re Surveillance Equipment Use

Academic Senate
Illinois State University

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February 25, 1976

Members of the Academic Senate
Illinois State University

Dear Colleagues:

I support the suggested statement of the Student Affairs Committee, seeing it as reasonable and workable. We believe that the specified responsibility should rest with the President, and we underscore the importance of faculty and student involvement in any such decision.

Personally I find the thought of using surveillance equipment repugnant. At this time I cannot visualize any situation which would justify or require its use.

Respectfully,

Gene A. Budig

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Policy on Use of Electronic Equipment for Surveillance Purposes

Although the use of electronic surveillance equipment may be justified for the protection of life and property, such equipment should not be used in a manner which might potentially endanger the right of privacy or civil liberties of any individual.

There shall be no procurement or use of such equipment without the explicit approval of the President of the University. The President shall seek advice and consent of the Executive Committee of the Academic Senate prior to such approval.

If any such equipment is put into use, advance notice of the purpose and location of such equipment will be given to the University community.

When the situations described above are over, the equipment would be removed.
Universities and colleges exist to encourage the discovery and dissemination of truth, transmit knowledge, enable students to achieve their goals, and promote the well-being of society. As an institution and as a community of individuals, Illinois State University is dedicated to the principles of academic freedom and responsibility in the processes of teaching and learning, and is concerned that the search for and dissemination of truth include knowledge for, by, and about women.

The University shall encourage optimal development and optimal utilization of the talents and abilities of all members of its community. Each member of the University community shall be respected as an individual and accorded equitable privileges and responsibilities with all other members.

The University shall in its programs endeavor to provide opportunities for women to assume and fulfill their responsibilities and develop their full potential for participation in a new social order of equal human relationships.

The University shall endeavor by word, attitude, and action to be a model in advancing equal opportunity and affirmative action principles. It shall actively recruit, admit, employ and promote qualified women. Women should be encouraged to participate actively in all levels of University governance.

The University administration shall be sensitive to the needs of women in every area of its community, shall endeavor to provide employment and program flexibility to meet these needs by reorganizing, revising or developing services as necessary to achieve quality education for women and equality in employment of women. The University shall constantly seek to remedy conditions in which women are identified as being underutilized and undercompensated.

The University shall provide a means through which all women in the University community shall be able to communicate their concerns to the appropriate offices. Each year a report shall be prepared to show the status of women, their achievements and future objectives.
February 25, 1976

Members of the Academic Senate
Illinois State University

Dear Colleagues:

The Office of the President supports the proposal of the Rules Committee for the creation of an Academic Senate budget committee. We view this development as one more way to improve faculty and student awareness of, and appreciation for, the University budget process.

Even though the legal responsibility for the preparation and administration of the University budget rests with the President (Governing Policies for the Regency Universities, Article IV, Section 2, B), the Senate should be assured that we will welcome its counsel on budget issues. We firmly believe that such exchange will serve to further strengthen Illinois State University’s unique system of governance.

Respectfully,

[Signature]

Gene A. Budig

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SENATE PARTICIPATION IN THE BUDGETARY PROCESS

A Report by the Senate Rules Committee

At the meeting of November 12, 1975 the Academic Senate charged the Rules Committee to consider "the Senate role in the budgetary process". The committee was to "call in expert witnesses in order to prepare a report to be submitted to the Senate". The committee was requested to report to the Senate by the end of this Senate session. The following report is submitted in response to those instructions.

Losing no time, the Rules Committee held an open meeting on November 19, at which the following persons made presentations: Warren Harden, Stan Rives, Francis Belshe, Jim Hanrath, Alan Hickrod, Bob Young, Bob Sutherland. A second meeting was held on December 3, where the Rules Committee was especially concerned with probing the role of the Budget Team observers. At this meeting Bob Young and Jim Hanrath reviewed in some detail their activities on the Budget Team. A third meeting for general information was held on January 7, when Provost Horner reviewed the budget process and answered questions raised by members of the committee. Stenographic transcripts of these three meetings are available in the Senate office.

The major objective of the Rules Committee was to develop procedures by which the Academic Senate would be informed of the budgetary process in its various stages and would have opportunities to contribute to the decision-making process. In our hearings we learned that budgeting may have its dramatic moments, but that it is mainly an incremental process, in which past momentum and existing constraints play a major part. There are various aspects of the process by which the university requests, allocates, and expends its resources: 1) the Budget Team is engaged in on-going development of budget requests, allocation and reallocation of resources, and review of expenditures; 2) the Senate, in approving new or expanded programs, makes decisions which have a budgetary impact; 3) budgets may include grants for special purposes, such as coping with inflation or reducing class sizes; 4) some programs, such as athletics, are funded from a variety of sources.

The major need of the Senate is to have a body of persons drawn from its own membership, who have developed some expertise in the budget process, and who can report to the Senate in a clear and meaningful way those budgetary matters which should receive Senate attention. For this reason, the Rules Committee recommends establishment of a Senate Internal Budget Committee. Details of the composition and functions of the Senate Budget Committee are in the attached proposal.
Topics for Special Consideration

1) Budget Reports by President or Provost: The Rules Committee believes that periodic budget reports by the President or Provost are valuable to the Senate, and hopes these reports will continue. However, we believe that such reports cannot replace informed judgments by a Senate Budget Committee, which can provide faculty and student perspective. We have included the Provost as an ex officio member of the Senate Budget Committee, because we believe it is important to have the information and viewpoint that the principal academic officer can provide.

2) Budget Team Observers: The Rules Committee felt that the present system of two Budget Team observers, one faculty, one student, should be preserved and built into the Senate Budget Committee. The Budget Team observers should be persons willing to put in the time needed to understand and follow carefully the decisions made by the Budget Team. It is our intention that the Budget Team observers will be active members of the Senate Budget Committee, will present their ideas and information to the Budget Committee, and will contribute to the preparation of the periodic Budget Committee reports.

3) New and Expanded Program Requests: One of the major influences of the Senate on the budget is approval of new or expanded program requests. The Budget Committee should be expected to study and report to the Senate on the effects on the budget of proposals for new or expanded programs.

4) Reallocation: At various times the Senate has expressed concern about reallocation of resources. Reallocation is a continuing process, which the Budget Team observers should follow and report to the Senate Budget Committee. The Budget Committee, in turn, should report to the Senate on the policies and trends in reallocation.

5) Funds other than General Revenue: Funds other than General Revenue relating to all aspects of the university should receive the attention of the Budget Committee.

6) General Revenue Budget Advisory Committee: This committee was originally constituted by the president of the university, and meets when called by the president. The Rules Committee judges that the proposed Senate Budget Committee will make this committee unnecessary.

7) Senate Involvement in Budget Decisions: The Senate Budget Committee is charged to keep the Senate informed of budgetary matters which require Senate attention, and will be able to supply information and recommendations to the Senate. In most instances it will be possible to make a Senate recommendation prior to any firm decision. Special circumstances may arise when the Budget Committee will be called upon to make recommendations without time for full Senate discussion. Since the Executive Committee is empowered to act for the full Senate, in such cases it is expected that responses would be made by the Executive Committee.
PROPOSAL FOR SENATE BUDGET COMMITTEE
AN INTERNAL STANDING COMMITTEE

Membership:

Three Faculty - one to be elected chairperson
Two Students - one to be elected vice chairperson
Secretary of the Senate* - observer to Budget Team (or equivalent)
Vice Chairperson of the Senate* - Observer to Budget Team (or equivalent)
Provost - ex officio

*liaison with Executive Committee

Functions:

1. The committee will elect a faculty chairperson and a student vice chairperson.

2. The two Budget Team observers will attend Budget Team meetings, receive information circulated to that body, and inform the Senate Budget Committee about significant matters contained in these documents as well as about pertinent deliberations of the Budget Team.

3. The committee shall provide the Senate with priorities and costs concerning all new and expanded programs being considered for Senate approval.

4. The committee shall make recommendations to the Senate on policies and allocations of funds, for example:
   a. the effect on the budget of proposals for new or expanded programs
   b. policies and trends in reallocation of funds
   c. the use of funds other than General Revenue relating to all aspects of the university.

5. The committee shall participate with the appropriate administrative officers in development of the external budget request, and shall report to the Senate prior to submission of the request to the Board of Regents.

6. The committee should study in the current literature trends in university finance and communicate significant findings to the university community.

7. The committee chairperson should inform the Senate at Senate meetings of any important information or statistical data related to the budgetary process.
Disposition of Studies and Recommendations:

Reports and recommendations on priorities and allocations of funds shall be submitted to the Academic Senate through the Executive Committee to the President.

Revision of Present Structure of Senate Internal Committees:

In order to establish a new Senate internal committee, it will be necessary to reduce the number of members on the present Senate internal committees. The following redistribution is suggested:

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*Includes Secretary of Senate
**Includes Vice Chairperson of Senate
***Provost ex officio
Implementation of the Revised Appointment, Salary, Promotion, and Tenure Policy

With the passage of the APT Reform document on January 28, the Faculty Affairs Committee discussed the matter of a time table for implementing the new procedures. We have the following suggestions to offer to the Senate for its consideration.

1. The Executive Committee of the Senate shall ask each college and Milner Library to conduct elections for (this may mean amending their bylaws):
   a. University Review Committee -- tenured and probationary tenure eligible to be nominated and to vote (no Senators can serve)
   b. University Appeals Committee -- tenured only eligible to be nominated; tenured and probationary tenure eligible to vote (no Senators can serve)
   c. College Faculty Status Committee -- tenured and probationary tenure eligible to be nominated and to vote (majority of committee must be tenured; no College Council members can serve)

2. Lists of those eligible to vote and to be nominated shall be provided to the appropriate colleges and election units by the Provost's Office.

3. The Executive Committee of the Senate shall appoint a special elections committee to conduct elections to the URC and the UAC from the Metcalf-University, High School-Counseling Center voting unit.

4. The above elections for this transition year shall be concluded by April 1 and these committees should plan to have organizational meetings during the month of April.

5. Departments shall elect their new DFSCs by April 1 for this transition year. Departments which currently have APT committees operating on staggered terms may, if they wish, merge hold-over APT members with newly elected UFSC members providing the composition of the new committees meet the criteria of the new policy.

6. The present FSC, CFSC, and Department APT Committees shall conclude their duties with the spring's APT business.

7. The new committees will organize themselves, analyze their responsibilities, and draw up appropriate documents, forms, and schedules relating to evaluative criteria and procedural matters. This activity will necessitate establishing effective working relationships (especially on the part of the URC) between committees and a great deal of open communication between committees and the faculty at large. By the end of the fall semester, each committee in the APT process must have completed the structure and guidelines under which it will operate, and then employ its new procedures in reaching decisions about faculty during an evaluation-appeals period to start with the new year in 1977. The new ASPT Policy document is currently in effect and departments will establish their new policies consistent with this document.

8. The FAC would like departments to receive a suggestion that point 2 in the appendix section of the new report which deals with the evaluation of
temporary faculty be instituted at once. Some departments may not be
organized to do this, but we feel the suggestion should still be made
in light of the attention this particular matter received this past
fall.

9. With regard to having some kind of special transition committee appointed,
the FAC has no strong suggestion unless it is felt by the Senate that a
separate committee could address itself to an equity study and recommen-
dations for groups which may need attention as the old system is replaced.