Fall 9-28-1977

Senate Meeting September 28, 1977

Academic Senate
Illinois State University

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ACADEMIC SENATE MINUTES
(Not approved by the Academic Senate)

September 28, 1977

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Meetings of the Academic Senate are open to members of the University community. Persons attending the meetings may participate in discussion 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.
Call to Order

The meeting of the Academic Senate was called to order by Chairperson Cohen at 7:00 p.m. in Stevenson 401. Mr. Cohen corrected the agenda by withdrawing the enlargement of the Ethics and Grievance Committee as an item.

Roll Call

The Secretary called the roll and declared a quorum to be present.

Approval of Minutes

IX, 14 A motion (Sims/Upton) to approve the minutes of the September 14, 1977 meeting with the following corrections was made. Mr. Boaz made some corrections in the discussion on page 3 involving the Corrections Department Name Change to Department of Criminal Justice Sciences. Mr. Culbertson stated at the meeting that after many problems, the proposal for the name change reached the BOR staff in an unofficial meeting held on this campus. The BOR staff has consented to the change as it has been followed through the governance system to support the Senate. Mr. Goldstein corrected his statement in the Administrative Affairs Committee report on Page 4 that the Parking and Traffic Committee, composed of students, faculty, and Civil Service employees, had no formal vote, but actually did have a great deal of input about the regulations. Mr. March stated that Mr. Hayes had attended the September 14, 1977 meeting, contrary to the roll call report and that he abstained in the roll call vote on the Ethics and Grievance Policies and Procedures. The minutes were approved with the above corrections.

Seating of a New Senator

Laura Patterson, Management and Marketing, was welcomed to the Senate as Martha Cattell's replacement from the College of Business. Ms. Patterson will serve on the Rules Committee.

Chairperson's Remarks

Chairperson Cohen had no remarks.

Administrators' Remarks

President Watkins announced that there will soon be in operation an evaluative procedure for the Professional-Technical Staff so that there will be a systematic evaluation of their work.

He also discussed the budget items approved at the BOR meeting. The BOR approved an 11.6% increase for the University in its operating budget over the current year, and the budget if appropriated would move ISU from $41.1 million to $45.9 million.
million. He stated that the operating budget must go through the Board of Higher Education, the State of Illinois legislature, and the Governor or Illinois. A number of building requests were approved, including the completion of Old Milner, Handicapped Code work, the Centennial Building addition, and the plans for a new intramural building which will be located by the Physical Education complex. The total of BOR approved capital projects for ISU is $13.3 million. President Watkins stated that for further information, the Special Report and the Vidette should be consulted. Questions may also be directed to President Watkins.

Student Body President's Remarks

Mr. Rutherford announced that six student advisory committees to student services were codified under the SA Assembly Code. Screenings have been held for student members of the Student Code Enforcement Review Board. He also announced that the Student Association Office will be closed October 17-18.

Legislative assistants, Michael Derr and Mike Maske, were introduced. Mr. Rutherford emphasized that they are students on campus and can provide input to our state representatives. Mr. Derr is assistant to Rep. Lauer and Mr. Maske is assistant to Rep. Bradley.

Corrections Department Name Change

Mr. Moonan discussed the letter from Mr. Culbertson that had been distributed to the members of the Senate which clarified the misunderstanding that arose in relation to the name of the major or minor in Corrections not changing along with the department's name. He stated that the Academic Affairs Committee had voted unanimously to recommend passage of the Corrections Department name change. A motion (Moonan/Carey) to approve the name change of the Department of Corrections to the Department of Criminal Justice Sciences was made.

Mr. Carlile stated that he perceived a problem with not changing the name of the degree but changing the name of the department. Mr. Culbertson replied that the department had no choice in the matter, since the degree title remaining the same as it is now reflects the area of concentration.

Mr. Jesse commented that there was a building on campus at one time known as the Science Building which housed all the traditional sciences such as Biology, Geography, and Geology. Now universities are offering fields of study such as Political Science and Information Sciences, while grade schools are adopting courses such as Language Science. So in the words of the great English scientist, William Shakespeare, "A rose by any other name would smell as sweet."

On a voice vote, the motion to approve the name change of the Department of Corrections was approved.

Committee Appointments

A motion (Rice/Emerson) was made to approve the following appointments to the Library Committee: Milford Jochums (English), 3-year term; Betty J. Cole (Biology), 2-year term. The motion passed on a voice vote.

Revised Student Records Policy

Mr. Sims stated that the purpose of the records policy is to unify all the var-
ious departments which handle student records so that a uniform method of releasing records is available.

Mr. Goldstein began discussion by indicating that under the Confidentiality section of the document there should be a qualifier stating that the obligation of confidentiality should be adhered to except in cases where superseded by professional guidelines. Mr. Gamsky stated that he felt the possibility of it was allowed in the document.

Mr. Watkins asked if it might be more helpful to begin the document with definitions of terms used in the document instead of listing the definitions later as they now appear.

Ms. Upton asked if grade point averages of students must be requested from the student if he/she is being considered for a position in an honor society or some similar organization. Mr. Sims responded that a computer print-out may be acquired listing students above a specified grade point average.

Mr. Ritt asked if in defining the term "student" graduates of the University were deliberately eliminated. He also stated that if an individual wanted to examine his records, they should be supplied forthwith, not in ten days as the document stated. Mr. Christiansen mentioned that the interim document allowed 45 days before a student's records must be supplied. Mr. Ritt continued by saying that he felt clarification of "official records" being removed from University premises in IIIA was necessary, since that provision might preclude a student from making copies of records or taking notes on one's own files.

Mr. March urged that a log be attached to each file stating when the file was opened, why, and who did it. He also requested that a provision be made for the centralization of records.

Mr. Quane asked who would be the arbitrator who settles what should or shouldn't be retained as permanent records in a student's file. Mr. Rutherford responded that the document does not deal with content of the records, only their availability.

Mr. Quane also asked who was included in the professional staff of the University, those who are allowed to utilize student records. Mr. Sims stated that the staff spoken of in the document are faculty staff and Civil Service staff. He added that student advisors could use the records through the appropriate channels, as those persons who are delegated by administrators to work with records.

There was considerable discussion about the point that if a student did not want personal information released, he must notify the Office of Admissions and Records prior to the first day of classes each semester. Mr. Moonan stated that he felt it would be inconvenient for a student to have to notify the office each semester and asked why he/she could not notify the office one time and the restriction of his records would be permanent until he later notified the office of a change in this restriction. Mr. Hicklin stated that the committee should see how that is handled in computer operations.

Mr. Quane asked for a clarification of "permanent academic records." Mr. Sims responded that they are those records which are used generally for everything, e.g., departmental academic records, those that are used in the registration office, and those used in the Advisement Center. Mr. Rutherford added that per-
permanent academic records had been defined by the courts. Mr. Gamksy stated that it was his understanding that the term refers to those types of records that are permanently kept for the purpose of making educational decisions about a student.

Mr. Quane stated that the request for inspection of a student's records should be clarified as to who may request the records other than the student. He also asked for a clarification of "University premises" since records are not allowed to be removed from ISU's premises. He asked if that would include a dormitory. Mr. Quane made a number of editorial suggestions to the Student Affairs Committee.

Mr. Wilson asked if information for the telephone directory may be released without the consent of the student. Mr. Sims stated that the information supplied in the directory is generally available to anyone who asks for it, but a student may request that that information be withheld. Mr. Watkins stated that the committee should find out what is provided for in Illinois law and if that type of information is considered to be public.

Mr. Goldstein asked why hearing procedures must follow the Student Code Enforcement Board student grievance procedures. Mr. Sims responded that it was the normal procedure taken.

Mr. Cohen mentioned that one of the problems involved with the enforcement of the Buckley Amendment is that a student may register on the first day of classes and drop out of school. Information on him is protected by the Amendment and his parents may not be able to locate him. This creates a moral problem for the university and funding agents.

Mr. Rutherford requested help from the members of the Senate in locating all the areas on campus that hold student records. Mr. Gamksy stated that it had been done earlier by Mr. Sutherland, former Chairperson of the Senate. Mr. Emerson suggested the creation of a central office that knows where all the records are located. Mr. Cohen emphasized that centralizing the records themselves would cause mass confusion at the time of registration when each department must use their own files.

Committee Reports

Academic Affairs: Mr. Rhodes announced that the final exam policy, according to the suggestions provided by Provost Horner, is being examined in the Academic Standards Committee. The Academic Affairs Committee will be investigating the error in the HPS brochure about certain mathematics courses being offered as University Studies credit. He also stated that the name change in Sociology-Anthropology, and the Speech Communications Education major are presently in committee.

Administrative Affairs: Mr. Goldstein reported that the Committee will meet Thursday, September 29, at 4:30 p.m. in DeGarmo 435F. The parking situation will be discussed again.

Budget Committee: Mr. Christiansen stated that the Committee will meet Thursday, September 29, at 3:15 p.m. in Hovey 418. The computer services charge back system is being discussed.
Executive Committee: Mr. Christiansen requested that all senators note the revisions made in the Senate and the Executive Committee Meeting Calendar. The changes were made in order to accommodate the BOR meetings. The next Executive Committee meeting will be held October 12, at 4:00 p.m. in Hovey 308.

Faculty Affairs: Mr. Quane urged the senators to contribute to the ASPT document revisions. There will be a meeting of the Faculty Affairs Committee on October 19.

JUAC: Mr. Hicklin stated that JUAC had met the morning before the BOR meeting. He discussed the problem of an error in the Board policy on the change in tenure review and tenure decision-making process. The change has been published and edited so that it is presently contained in the BOR regulations.

Rules Committee: Ms. Upton stated that the Committee had met on September 22 and worked on the Elections Code.

Student Affairs: Mr. Sims stated that the Committee will meet on October 5 at 6:15 p.m. in DeGarmo 551.

Mr. Emerson requested that Mr. Watkins communicate to the Senate the Budget Team's decision on the minimum wage increase. Mr. Watkins stated that the decision was made that the University will not change their minimum wage until at least July 1, 1978, unless it is required to do so by law. He stated that the decision was made so that student workers will not be eliminated in order to pay others the new minimum wage increase.

Adjournment

A motion (Sims/Rice) to adjourn was approved at 8:20 p.m.

For the Academic Senate,

Ira Cohen, Chairperson
John K. Boaz, Secretary
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**Motion:**

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**VOTE:**

- Yes
- No