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University Council Meeting, March 30, 1966

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MINUTES OF THE UNIVERSITY COUNCIL
(Not approved by the Council)

Date: March 30, 1966

Members Present

1. Ferman Bishop
2. Robert Bone
3. George Drew
4. John Ferrell
5. Warren Harden
6. Warren Perry
7. Mary Rozum
8. Stanley Shuman
9. Eunice Speer
10. David Sweet
11. Charles White

Members Absent

1. Claude Dillinger
2. Eric Johnson
3. Lewis Legg
4. Don Prince

CALL TO ORDER

A special meeting of the University Council was called to order by the chairman, Mr. Harden, at 11:45 a.m. in the ballroom of the University Union.

REVISION OF PROCEDURES FOR SELECTING COLLEGE DEANS

President Bone presented the following revisions proposed at a recent meeting of the committee members for the selection of college deans with Deans Belshe and Dillinger. On page two of the "Procedures for Selecting College Deans," 4 (a) was inserted and reads: "Possible recommendation for a strong candidate from the staff." The original 4 (a), 4 (b), and 4 (c) were made 4 (b), 4 (c), and 4 (d). Subtopic (1) under the proposed 4 (a) was revised to read "If at any time within twenty-one days--" instead of "If at any time up until fifteen days--" as it was originally stated under 4 (b) (2).

Mr. Sweet moved the adoption of the revisions. Mr. Shuman seconded the motion. The motion carried as a result of a voice vote.

PROCEDURE FOR FORMATION OF A COMMITTEE TO STUDY THE POSSIBLE COLLEGE OF FINE ARTS

In answer to requests by some of the people in Art and Music for a procedure for recommending the formation of a College of Fine Arts, President Bone suggested the following line of action. The Chairman of the Department of Music and the Chairman of the Department of Art each is to recommend to the President two people from his own department from whom Dean Dillinger and the President will

choose one. In addition, each head is to recommend three or four persons from outside his department from whom Dean Dillinger and the President will choose one each. The University Council also will choose one, making a committee of five. The President will then name the chairman from any of the three members who are outside the two departments.

Mr. Drew moved the adoption of the procedure as outlined by President Bone. Mr. White seconded the motion. The motion carried as a result of a voice vote.

DEPARTMENTAL STATUS OF STUDENT TEACHING AND LABORATORY SCHOOLS

For the purpose of clarification, it was the concensus of the University Council that Mr. Prince's motion on page three of the minutes for January 19, 1966, was to be interpreted that there be a Department of Student Teaching, a Department of Metcalf, and a Department of University High School.

ELECTION OF NEW DEPARTMENT HEADS

After some discussion concerning a communication from Mr. Drew, Mr. Drew moved that the members of the Departments of Elementary Education, Special Education, Professional Laboratory School Experiences, and Educational Administration be forwarded a list of members eligible to serve on the committees for selection of department heads as well as copies of the "Procedures Used for Selecting Department Heads." Mr. Sweet seconded the motion.

Mr. Sweet then moved that action on the above motion be postponed. Mr. Ferrell seconded the motion. The motion carried as a result of a voice vote.

Mr. Drew moved that the deadline for appealing placement in a particular department be extended for those in Elementary Education, Special Education, Professional Laboratory School Experiences, and Educational Administration to a week after clarification of procedures for selecting department heads is made with respect to the above departments by the Council. Mr. Ferrell seconded the motion. The motion carried as a result of a voice vote.

CODE OF STUDENT LIFE

As a result of a communication from Dean Hulet, Mr. Sweet moved that the chairman of the Council be empowered to appoint an ad hoc committee of five members including three persons from the Council to review the Code of Student Life and to report to the Council by the regular meeting in May. Mr. Drew seconded the motion. It carried as a result of a voice vote.

DEPARTMENT OF PSYCHOLOGY

A petition in regard to the creation of two Departments of Psychology (Psychology and Educational Psychology) was read by the chairman. Mr. Sweet moved that the chairman send out a questionnaire to all the psychologists on the campus in order to secure information such as to the number of departments needed and the desired placement of the departments. Mr. Shuman seconded the motion. The motion carried by a voice vote.

SPECIAL MEETING OF THE COUNCIL ON APRIL 11, 1966

The Council will hold a special meeting on Monday, April 11, 1966, at 7:00 p.m. in the Lounge of Hovey Hall.

ADJOURNMENT

The meeting was adjourned by the chairman at 2:25 p.m.

Respectfully submitted,

Warren Harden, Chairman

Mary Rozum, Secretary

4. Procedure

- (a) Possible recommendation for a strong candidate from staff.
 - (1) If at any time within twenty-one days after the President has announced the membership of the committee and the committee chairman, 30% of the regular voting members of the college involved, and representing more than one-half of the departments within the college, present a signed petition recommending a specific on-campus person, the selection committee will review the qualifications of the candidate named in the petition. (A petition may originate and be circulated by any voting staff member or members of the college except department heads.) If, after consideration of the petitioned candidate, five of the members of the selection committee are in favor of said candidate, they will notify the President and the Vice President for Academic Affairs. If the latter concur, the department heads will be polled for their acceptance. If two-thirds of the department heads are in favor of the candidate, he will be named Dean of the college.
- (b) The committee shall establish criteria for the position to be filled.
 - (1) The suggested criteria shall be submitted to the voting members of the college for review and comments.
 - (2) The committee will revise the criteria where it is deemed necessary on the basis of faculty comments.
 - (3) The revised list of criteria will be submitted to the President and the Vice President for Academic Affairs for approval.
- (c) The committee shall seek applicants for the position.
 - (1) The search shall include both on-campus as well as off-campus candidates.
- (d) After the committee has evaluated applicants, (and there should be a deadline for presenting new names for consideration, although additional recommendations may be accepted as long as the committee agrees), it will arrange in priority the top three to five names.
 - (1) The selection committee will report the top candidates to the heads of departments in the college for which a dean is being sought. The heads of departments will review the applications with the committee and will concur with the committee ranking or ask for a change in ranking or ask the committee to seek other applicants. In case

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MEMORANDUM

TO: Warren R. Harden, Chairman, University Council
FROM: George M. Drew, Jr., Member, University Council
SUBJECT: Election of New Department Chairmen--Interpretation of Procedures
DATE: March 28, 1966

Per our phone conversation on the 25th, I am writing about a matter which is related to our agenda of the forthcoming special meeting.

Interpretation is sought from the University Council regarding the election of department chairmen when a new department is created from an existing division.

Specifically, would the new chairmen of the Departments of Professional Laboratory Experiences, Special Education, Laboratory Schools, and Elementary Education be elected by the eligible members of the proposed new departments, as referred to in University Council document entitled "Procedures Used in Selecting Department Heads," dated March 16, 1966?

This question is being asked for the following reasons:

1. It is assumed that the democratic process of decision-making will be employed in this new situation.
2. It is assumed that faculty members should in fact have a voice in electing their chairmen (as recommended in the Council document referred to above).
3. Unless strict adherence to the outlined procedures is maintained during the shift of faculty from one department to another (e.g., Education and Psychology Department to the Elementary Education Department), many persons will be denied a voice in selecting their new department heads.
4. It is further assumed that the manner in which the first chairmen are elected will serve as a precedent for future department head selections.

You are hereby respectfully requested to read this memorandum at this special meeting as an item of communication, which is addressed to the University Council for its consideration.