Spring 4-19-1967

University Council Meeting, April 19, 1967

Academic Senate
Illinois State University

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

DATE: April 19, 1967

MEMBERS PRESENT


CALL TO ORDER

The regular meeting of the University Council was called to order by Mr. Shuman, chairman, at 7:15 p.m. in the Faculty Lounge of Hovey Hall.

VOTE OF THANKS TO WARREN HARDEN

Mr. Shuman moved that the University Council honor Warren Harden for his leadership as Chairman for the period from 1965-1967 by a rising vote of thanks.

He also stated that the University Council was grateful to Mary Rozum for her devotion to the office and duties of Secretary of the University Council for the past year.

APPROVAL OF THE MINUTES

Mr. Harden moved that the minutes of the March 5th meeting be approved as distributed to the faculty. Mr. Kagy seconded the motion. The motion carried by a voice vote.

In respect to the minutes of March 15th, Mr. Kohn raised a question regarding the vote of the Council members in regard to the topic, "Petitioning Procedures," on page five. It was indicated that the roll call vote had been omitted. It was as follows:

Voting "Yes"  Absent

Mr. Sweet moved that the minutes of the March 15th meeting be approved as amended. Mr. Peterson seconded the motion. The motion carried by a voice vote.

COUNCIL FOR TEACHER EDUCATION

Dean Bond moved that the motion concerning the Council for Teacher Education, which was tabled at the last meeting, be taken from the table. Mr. Johnson seconded the motion. The motion carried by a voice vote.
Dean Hermanowicz was asked to describe his proposal for the Council for Teacher Education. He indicated that his modified proposal of April 13th was a compromise in comparison to the document distributed under his name at the March meeting and compared to the requests of NCATE. He felt that it was unrealistic not to represent the various colleges on the campus and not to provide for subsequent colleges. Dean Hermanowicz commented that the size of the body was not the vital factor but that all aspects of the community be represented. He felt that the makeup of the Council should provide for a balance of power.

During the course of the discussion of Dean Hermanowicz' proposal, it was brought out that as new colleges were established that the new deans would be included on the Council for Teacher Education. Mr. Johnson felt that it would be proper to list the Dean of the College of Business under Ex-officio members at the present time. It was agreed that the Dean of the Unaffiliated Departments would be dropped eventually.

President Bone indicated that visitations to other campuses have proven that other universities have such councils but don’t always use the colleges as the basis for representation. There is some feeling that faculty representation is more important than college representation.

Mr. Hermanowicz felt that it would be inconsistent to have just one representative from the College of Applied Science and Technology.

Dean Bond moved that the Council for Teacher Education as listed in the minutes of March 15 with the addition of number 2 on page 8 of those minutes be passed. Included in the motion was a provision for listing deans of other colleges as they were organized under Ex-officio. Miss Speer seconded the motion.

The voting was as follows:

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<th>Voting &quot;Yes&quot;</th>
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<td>7. Barbara Hall</td>
</tr>
<tr>
<td>5. Walter Kohn</td>
<td>10. Fred Fuess</td>
</tr>
</tbody>
</table>

The motion failed as a result of a tie vote.

Miss Hall moved that the Council react through voting on the proposal as submitted by Dean Hermanowicz. Mr. Perry seconded the motion.

Mr. Sweet moved that the motion be tabled. Mr. Harden seconded the motion.

The voting was as follows:

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</tr>
</tbody>
</table>

The motion failed as a result of a tie vote.
Mr. Harden reminded the group that a committee had drawn up the proposals that Dean Bond presented at the Council meetings of February 15th and March 15th. He then moved as a substitute motion that the matter of the Council for Teacher Education be referred back to the Committee on the Council for Teacher Education, that Dean Hermanowicz be added to that committee, and that the proposal be brought back to the Council. Mr. Kohn seconded the motion.

The voting was as follows:

Voting "Yes"

The motion carried.

BY-LAWS OF THE COUNCIL OF THE COLLEGE OF APPLIED SCIENCE AND TECHNOLOGY

President Bone moved that the By-Laws of the Council of the College of Applied Science and Technology be accepted as presented. Mr. Fuess seconded the motion.

President Bone expressed a desire for all such by-laws to be edited by a committee in order to avoid differences in wording.

Mr. Fuess stated that there are no set rules as to whether a College must have such by-laws. He indicated that the College of Applied Science and Technology followed the pattern of the University Council By-Laws in framing theirs.

Dean Hulet wondered if the use of an editing committee would delay the work of this particular College.

Dean Gibson felt that it would work a hardship on the new dean of the College of Applied Science and Technology but not necessarily on others.

Mr. Kohn voiced approval of the By-Laws and indicated a need for the other Colleges to be encouraged to draw up such by-laws. Mr. Harden commented that the College of Arts and Sciences has not begun work on such a document.

Mr. Shuman stated that the College of Education has started work on a similar document and that the College of Arts and Sciences has a temporary committee to do so.

Mr. Sweet felt that the College faculties should make the decision as to whether they wished to have a set of by-laws.

Mr. Ferrell commented that he felt that there would be value in sending such documents to an editorial committee. President Bone stated that such a committee would not change any of the ideas but rather look at the wording. Any changes in ideas would have to be accepted by the particular College involved.

Mr. Sweet suggested that the University Council be alert to the possible erosion of the University Council by the College Councils and proposed that Article IX. Amendments of the By-Laws
of the Council of the College of Applied Science and Technology include as a part of the last sentence the following addition: "and become effective when approved by the University Council." He also voiced a need for the elections of the various Colleges to be at the same time.

Miss Hall questioned Section 7 under Article IV. Elections. Mr. Gibson indicated that such a provision was made in order to avoid a minority candidate from becoming a member of the Council because of a vacancy. He felt that it would be easy to call the members of the College together for an election.

A vote was taken on President Bone’s motion to accept the By-Laws of the Council of the College of Applied Science and Technology with the addition of the phrase, "and become effective when approved by the University Council" to the last sentence in Article IX. Amendments of that document. Mr. Fuess agreed to the addition.

The voting was as follows:

Voting "Yes"  

The motion carried.

A copy of the By-Laws of the Council of the College of Applied Science and Technology is attached to the minutes.

Mr. Kohn moved that the University Council strongly recommend to the Colleges which have not already done so to draw up, at the earliest possible moment, a set of by-laws democratically arrived at. Mr. Harden seconded the motion. The motion carried by a voice vote.

REVISED STUDENT CODE

Mr. Sweet moved that the University Council discuss the Revised Student Code informally for no longer than thirty minutes, making changes in the text as agreed by general consent. Mr. Harden seconded the motion.

The voting was as follows:

Voting "Yes"  
5. Warren Harden  10. Carroll Peterson

The motion carried.

Mr. Hicklin expressed an opinion that the document was not just a code for students but prescribed and proscribed faculty conduct. He felt that matters relating to faculty behavior should also be published in other documents.
Mr. Perry questioned the interpretation of item 3 under Title I, The Basic Freedoms in Chapter 1. Mr. Harden expressed an opinion that the term "academic performance" ought to be kept pen.

Mr. Gray questioned the last statement in four under Title I, The Basic Freedoms as being inconsistent with item three. Mr. Sweet pointed out that this pertained to such documents as recommendations.

Miss Hall indicated that skills and knowledge are both involved in some course work.

Mr. Sweet indicated that students feel that such items as dress and skin color have influenced the grades given by some instructors.

At the conclusion of the discussion on this point, Mr. Peterson suggested that number three under Title I, The Basic Freedoms be revised to read: "Students shall be evaluated in a course solely on the basis of their academic performance appropriate to that course." The Council agreed to that change.

Mr. Kohn felt that numbers 1 and 2 under 2, Instructor's Responsibilities of Title II, General Procedures Relating to Class Attendance in Chapter 3 was too harsh. Dean Hulet indicated that the provisions in Chapter 3 have been in effect for three years.

Mr. Sweet indicated that every chapter of the Student Code has been assigned to student-faculty boards for discussion.

Mr. Sweet moved to extend the discussion time for 30 minutes longer. Miss Speer seconded the motion. The motion carried by a voice vote.

Mr. Sweet was asked by the chairman to present the recommendation for revisions and/or amendments to the Student Code by the Student Senate. The decisions were based on Senate discussions, student comments, a hearing on the Student Code held on February 16, and two questionnaires - one formulated and distributed by the University Committee on the Student Code and the other by the Student Senate which was distributed by the Vidette. The Senate questionnaire returns included a representative sample of the student body (age, sex, place of residence) and totaled 526. As Mr. Sweet read each recommendation, he indicated the manner in which it was handled by the University Committee.

- The Senate recommends that all women's and men's dorms should have equivalent policies and regulations such as dress codes and room checks but not including hours. This was referred to the Housing Board.
- The Senate recommends that the Student Code be amended to include a special section of regulations concerning married students in University-approved housing. We recommend this section to include exceptions for married students of age living in University-approved housing allowing them the possession and consumption of alcoholic beverages. State laws should be consulted on this question. This was accepted by the Committee.
- The Senate recommends that full-time undergraduates, single students under the age of 21 not living in their own homes or with relatives be allowed to live in housing other than University-approved housing if they have parental consent. This was referred to the Housing Board.
- The Senate recommends that women's hours be restudied specifically from the viewpoint of unlimited late leaves and/or extended hours. This was referred to the Housing Board.
e. The Senate recommends that the University abide by state laws of search and seizure. The policy should be well-defined and consistent, and included in the University housing contracts. The Committee accepted the recommendation.

f. The Senate recommends that "entertainment" not be mandatory for residence halls to hold open houses. We believe that students are responsible enough to abide by socially acceptable standards of conduct. We recommend that Chapter 6, Section 1, subsection 5 be deleted from the code. This was referred to the Housing Board.

g. The Senate recommends that class attendance should be entirely left up to the student with no University regulations on attendance. We further recommend that the code be amended to include a time limit - specifically 10 minutes, on the recommendation of the student body - for students to wait for a late professor before leaving. This was assigned to the Academic Standards Committee.

h. The Senate recommends that the University should have no jurisdiction over student vehicles in the Bloomington-Normal areas that do not use University parking facilities; such as persons living off-campus. This was referred to the Parking Board.

i. The Senate recommends that a smaller assessment be made for vehicles of students on campus for only 9 weeks of the year. This was referred to the Parking Board.

j. The Senate recommends that teacher evaluation should be made mandatory by the Student Code. However, we further recommend that the teacher evaluation board be contacted on this question. No action was taken on this recommendation.

Dean Hulet predicted that the Student Code will be a dynamic document and that the various boards will revise it as necessary.

Mr. Shuman indicated that two members of the Student Senate were present if anyone wished to ask them questions.

Mr. Hicklin made a plea that the faculty behavior items be published in other documents in order that the faculty would be aware of them.

Dean Bond suggested that item 7 under Title IV, Penalties for Violation of University Regulations in Chapter 7 be changed to read: "Failing grades may be recommended by a Hearing Committee after consultation with an instructor or may be imposed directly by an instructor in whose course a student has committed plagiarism on written work or who has cheated on an examination." The Council agreed to the change.

Mr. Sweet moved that the University Council agrees to the Revised Student Code as presented by the Committee and amended informally by the Council, with the understanding that each of the Board and Committees assigned responsibility for the various chapters of the Code may make changes in the text of the chapters for which they are responsible, providing that these changes have the explicit or implicit consent of the President of the University.

The Council also requests that each Board or Committee having responsibility for a portion of the Code meet with representatives of the Student Senate for the purposes of giving careful consideration to the Student Senate's recommendations for amendments in the Revised Code.

The Council also appoints the present faculty members serving as members of the Discipline Board to the Student Code Enforcement and Review Board and agrees to appoint a fourth member at its May meeting.

Finally, the Council recommends that the Revised Code not become effective until the opening of the 1967-1968 academic year, and that prior to that time the Office of the Dean of Students and the relevant boards undertake an intensive campaign to familiarize the University
community and the community at-large about the Revised Code and the underlying assumptions upon which it rests.

Mr. Harden seconded the motion.

The voting was as follows:

Voting "Yes"
1. Richard Bond
2. Robert Bone
3. George Drew
4. John Ferrell
5. Fred Fuess
6. Charles Gray
7. Dean Hage
8. Barbara Hall
9. Warren Harden
10. Charles Hicklin
11. Richard Hulet
12. Eric Johnson
13. Fred Kagy
14. Walter Kohn
15. Warren Perry
16. Carroll Peterson
17. Mary Rozum
18. Stanley Shuman
19. Eunice Speer
20. David Sweet

The motion carried.

It was agreed by the Council that the Revised Student Code would not be distributed at this time. However, the significant changes between the January 3rd and April 19th edition of the Revised Student Code are listed below:

The final report of the proposed Revised Student Code that was submitted to the University Council during their meeting on April 19 differs only on a few minor points from the Preliminary Report which was submitted to the academic community in general during January of this year. The items of change are primarily concerned with Chapters 1, 2, and 3 of the January Preliminary Report which corresponds to Chapters 1, 2, and 7 of the Final Report submitted to the Council. The changes are enumerated below:

1. INTRODUCTION: STANDARDS OF CONDUCT

This section remains essentially the same in both editions of the proposed Code. One additional statement should be included as the last sentence in Subsection 1 of the Standards of Conduct. This sentence should read "In social relationships generally, including relations involving the civil, property, and personal rights of others and including all forms of sexual relationships, each individual has an obligation to himself to act in a manner consistent with the intent of the Standards."

2. CHAPTER 1. THE FUNDAMENTAL RIGHTS OF STUDENTS - Title I, The Basic Freedoms

Section 3 should be deleted and the following inserted: "Students shall be evaluated in a course solely on the basis of their academic performance appropriate to that course."

3. CHAPTER 1. THE FUNDAMENTAL RIGHTS OF STUDENTS - Title II, Procedural Rights in Disciplinary Cases

Section 2 should be deleted in its entirety and the following sentence inserted: "University officials search premises which students occupy and the personal possessions of students only in accordance with the procedures outlined in Chapter 4, Title I, Section 8." This reference directs attention to the complete enumeration of the University Search Policy which was an addition to the Chapter indicated.

Section 6 should be deleted in its entirety and the following section inserted: "To assist him in preparing for a hearing which may lead to disciplinary action and to assist him at such
a hearing, a student may choose from among the University faculty, an advisor. An individual faculty member, however, may not be required to serve as an advisor."

4. CHAPTER 2. ENFORCEMENT OF THE STUDENT CODE - Title IV, Penalties for Violation of University Regulations

The first sentence of Section 7 should be revised to read: "Failing grades may be recommend­
ed by a Hearing Committee after consultation with an instructor or may be imposed directly by an instructor in whose a course a student has committed plagiarism on written work or who has cheated on an examination."

5. CHAPTER 3. GENERAL REGULATIONS GOVERNING STUDENT BEHAVIOR

This section corresponds to Chapter 2 of the Final Report submitted to the University Council. In general this section has not been revised to a great extent, but a few changes should be noted. Section I, which in reality is an introduction to Chapter 3, has been expanded to include a specific reference to the powers of the University Police to enforce public laws including the Criminal Code of the State of Illinois which contains regulations relating to disorderly conduct, theft, inflicting bodily harm, arson, damaging property, gambling, the use of drugs, mob action, and sex offenses.

Changes in the general regulations specifically include the complete deletion of Section 9 concerning student gambling, and a reworking of Section 7 concerning alcoholic beverages. The latter was revised in deference to the student who is over the age of 21 and who lives in University-approved housing for married students.

Additional editorial changes, as well as changes in the general organization of the total Student Code, was undertaken prior to the submission of this report to the University Council. The complete revised Student Code will be distributed throughout the academic community at the start of the 1967-68 academic year.

AD HOC COMMITTEE CONCERNING ADDITIONAL COLLEGES WITH PARTICULAR ATTENTION TO THE COLLEGE OF PHYSICAL EDUCATION

Mr. Shuman presented the following report:

"After careful deliberation and discussion, the Committee agrees in principle with the following statements relating to criteria with which to evaluate arguments presented by petitioners for college status:

1. The criteria must be sensitive to the needs and goals of the University.
2. Criteria based merely on existing numbers of departments, students, staff, and facilities might well stifle the normal growth and development of some desirable programs and disciplines.

The Committee also recognizes that it is quite possible that some disciplines do not fit well in any existing college structure.

The following suggested criteria are not listed in any priority order nor has the Committee attempted to assign any weighting values"

1. The new college will supplement and strengthen the existing educational programs of the University.
2. The new college will facilitate the administrative efficiency and effectiveness of the University without reducing or threatening any major aspects of the existing educational program.
3. The new college will encourage the exchange of ideas and promote increased cooperation within the University community rather than create barriers and isolation among the several segments of the University community."
4. The goals and objectives of the new college will be compatible with, and will facilitate the accomplishment of, the long range goals of Illinois State University.

5. The new college will be economically feasible in terms of costs for facilities, equipment, staff, and the like.

He indicated that his committee would like to get the Council's reactions as well as those of the Physical Education Departments, the Music Department, and the Art Department. It is the wish of the committee to study the findings of a survey relating to administrative structure which is being made by Dean Keeley before completing its work.

Mr. Peterson questioned the statement that reads: "The Committee also recognizes that it is quite possible that some disciplines do not fit well in any existing college." Mr. Shuman indicated that this was not a criteria. Mr. Hulet suggested that the statement be reworded to read as follows: "The Committee also recognizes that it is quite possible that some disciplines do not fit well in existing college structure."

Mr. Sweet questioned item 3. To which Mr. Shuman commented that it was the hope of the Committee to avoid isolation of Colleges.

Any reactions to the report should be sent to the chairman, Mr. Shuman.

AD HOC COMMITTEE CONCERNING THE NATURE OF THE OBLIGATION OF THE UNIVERSITY TO DEFEND THE RIGHTS OF INDIVIDUALS WHO FOLLOW THE ESTABLISHED PETITIONING PROCEDURES

Mr. Sweet presented the report of the Committee. He stated that the Committee recommended that the University Council adopt the following statement:

"It is the conviction of the University Council that whenever a faculty member carries out University assigned responsibilities and/or follows University approved procedures, so long as his actions are consistent with the law and with recognized standards of professional ethics, the University is obligated to provide moral and legal support to him if his actions are challenged."

Mr. Kohn wondered whether the Council should underwrite the statement issued by Dean Bond at an earlier date. Mr. Sweet felt that there was no conflict between the two statements and that the Council should state its own position.

Mr. Hicklin moved that the Council adopt Mr. Sweet's statement. Mr. Harden seconded the motion.

The voting was as follows:

Voting "Yes"
1. Richard Bond
2. Robert Bone
3. George Drew
4. John Ferrell
5. Fred Fuess
6. Charles Gray
7. Dean Hage
8. Barbara Hall
9. Warren Harden
10. Charles Hicklin
11. Richard Hulet
12. Eric Johnson
13. Fred Kagy
14. Walter Kohn
15. Warren Perry
16. Carroll Peterson
17. Mary Rozum
18. Stanley Shuman
19. Eunice Speer
20. David Sweet

The motion carried.
President Bone pointed out that this was a fine statement and it expressed a conviction of the University Council; but pointed out, that if legal fees were involved, the Board of Governors would need to take action in any specific case.

Mr. Johnson indicated that there is a serious, although unavoidable, problem of timing in any implementation of the statement since actions must be evaluated before support can be forthcoming.

Mr. Harden moved that the Council commend Dean Bond for his statement of April 4, 1967. Mr. Hicklin seconded the motion.

The voting was as follows:

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<td>8. Warren Harden</td>
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</table>

The motion carried.

CODIFICATION OF POLICIES

Mr. Shaw reported for the Committee on Codification of Policies. He indicated that the codebook would be divided into three sections: 1. Organization of the University, 2. Faculty and Staff, and 3. Students. He distributed several copies of the rough draft of the second section pertaining to policies and procedures relating to the faculty. He indicated that the codebook would eventually be in looseleaf form and be placed in the offices of the administrators and the department heads.

Mr. Shaw stated that the codebook would have to be constantly updated. President Bone suggested that changes go out through the President’s office and that the Council secretary assist in making that office conscious of changes.

Mr. Gray suggested that a punchcard system would be better than a looseleaf notebook. Mr. Sweet felt that there must be a written text available to the faculty.

Mr. Hicklin suggested that the Student Code be included in the codebook.

Mr. Shuman indicated that policies shouldn’t go into effect until they are codified.

Dean Bond suggested that the Deans of the Colleges have copies of the codebook, also.

It was the general consensus of the Council that any new policies established after the codebook is distributed should come from the President’s office so that everyone possessing a codebook would be aware of the changes in policy.

The Council commended Mr. Shaw for his work on the codebook.

ELECTIONS COMMITTEE

Miss Rozum presented the following proposal for a non-Council Elections Committee:
Membership
1. Three non-Council members with no more than one from a college.
2. Members of the committee elected by the University Council.
3. Committee would have right to appoint other members of the faculty to assist them as tellers or clerks whenever necessary.

Terms
1. Each member would serve for three years, staggered terms. At the time of the first election, the terms would be staggered by having the person receiving the highest number of votes serve three years, the second highest two years, and the third highest one year.
2. Terms would extend from June to June.
3. Chairmanship would be on a rotating basis.

Functions
1. To review the election procedures as specified in the present By-Laws of the University Council of Illinois State University - Article IV. Elections and to recommend changes that would make the procedures more efficient. Such a report would be presented to the Council at the regular meeting in July, 1967.
2. To conduct all Council elections as specified by the By-Laws of the University Council of Illinois State University.

Mr. Kohn posed the problem of a committee member becoming an active candidate for the Council.

Following some discussion on that matter, Mr. Sweet moved that the procedures reported by Miss Rozum be adopted with the additional provision that the Council name three alternate committee members, an alternate to serve for any election in which a committee member is a candidate. Mr. Kohn seconded the motion.

The voting was as follows:

Voting "Yes"
5. Charles Gray 10. Richard Hulet

The motion carried.

The Council elected the following people to the Elections Committee:

Claude Bell, chairman - one year term
Robert Singer - two year term
Charles Edwards - three year term

Clayton Thomas, first alternate
Kenneth Fitch, second alternate
Clarence Moore, third alternate
COMMITTEE TO FORMULATE CODE OF ETHICS

Mr. Shuman announced the names of the persons appointed by the Executive Committee to the Committee:

- Homer Knight, chairman
- Kenneth Shaw, secretary
- Richard Browne, advisor
- Helen Chiles
- Louise Farmer
- Louis Hoover
- Omar Rilett
- Ralph Smith

Mr. Hicklin suggested that he give a copy of Senate Bill #1 to the Committee for their information.

COMMUNICATIONS

Senate Bill #933

Mr. Johnson described the bill as one of a series of bills dealing with the subject of negotiation between faculties and boards. The bills provide for an agency to be set up to negotiate with the boards in regard to salaries and rank. The junior colleges seem to be at the roots of such legislation. He indicated that the Board of Governors has taken a position against this bill because they feel that they cannot deal with the various schools on an individual basis. He expressed the opinion that it is impossible to negotiate for rank and that the faculty members should be evaluated by their peers.

Mr. Hicklin reported that he had written the bill, which was adapted from some Connecticut legislation. He stated that there is no law at present that provides for a state employee to bargain with his employer.

After some discussion, it was decided by the Council that the Senate and House bills which would affect the University should be made available to the faculty at the earliest possible date and that a special faculty meeting would be called for Tuesday, April 25 by Dean Bond.

The Council will have a special meeting concerning this matter at noon on Wednesday, April 26, at the University Union.

Committee to Select Robert G. Bone Scholars

Mr. Shuman announced the names of the members of the Committee to Select the Robert G. Bone Scholars. They are as follows: John Perrell, James Fisher, David Janovy, Charles Porter, and Dent Rhodes.

Membership on Faculty Advisory and Hearing Committee Panel

Mr. Shuman read a communication from Ralph Smith in regard to the vacancies on the Faculty Advisory and Hearing Committee Panel because of the recent election of members to the University Council and to the Faculty Status Committee. He indicated that there was a need for replacements.

A letter was read from Mr. Kohn in connection with this same matter.
Mr. Kohn moved that people elected to the University Council and the Faculty Status Committee shall not be eligible to continue as members of the Faculty Advisory and Hearing Committee and. Mr. Drew seconded the motion. The motion carried by a voice vote.

**University-Sponsored Activities for Single Graduate Students**

Mr. Shuman read a letter from Mr. Charles White in which he noted the lack of University-sponsored activities for single graduate students. The matter was referred to the office of the Dean of Students.

**Study Day for 1967-1968 School Year**

Dean Bond moved that we have a Study Day at the end of the first and second semester of the school year 1967-1968. Mr. Hage seconded the motion. Mr. Sweet moved the previous roll call. Mr. Harden seconded the motion. The motion carried.

**Traffic and Parking Study**

The report of the Town of Normal and Illinois State University Parking Study was distributed to Council members. Additional copies are available.

**Council for General Education**

Dean Bond presented the following names to be considered for the Council for General Education:

- Dent Rhodes three year term (1970)
- Stanley Rives three year term (1970)
- Joseph Talkington three year term (1970)
- John Kirchner two year term (1969)
- Jack Ward one year term (1968)

Mr. Hage moved that we approve the people to serve on the Council for General Education as presented by Dean Bond. Mr. Harden seconded the motion. Mr. Sweet moved the previous roll call. Mr. Harden seconded the motion. The motion carried.

The Council elected the following members to the Council for General Education:

- Edwin Niemi two year term (1969)
- Earl Reitan one year term (1968)

**ADJOURNMENT**

The chairman adjourned the meeting at 12:15 a.m.

Respectfully submitted,

Stanley Shuman, chairman

Mary Rozum, secretary

SS/MR:kb
ARTICLE I. NAME

The name of this organization shall be the Council of the College of Applied Science and Technology, hereinafter referred to as the "College Council".

ARTICLE II. PURPOSE

The College Council shall serve as the agency through which the faculty of the College of Applied Science and Technology shall participate in determining College policy in accordance with the By-Laws of the University Council of Illinois State University.

ARTICLE III. MEMBERSHIP

Section 1. The College Council shall consist of seven members: the Dean of the College and six members elected from the College faculty-at-large; each department must have at least one representative and no more than three representatives may be from the same department.

Section 2. Regular faculty members who have a major assignment as instructor or higher in the College and who have been a full time faculty member at Illinois State University for at least one year proceeding the election shall be eligible for election to the College Council, unless they are on leave at the time of election, or have requested leave for the whole or part of the following academic year, or are on disability leave under the University Retirement System.

Section 3. One-third of the elected members of the Council shall be chosen by the faculty each year for three-year terms. No elected Council member may serve more than two consecutive terms. A person who has served two consecutive terms, however, may again be eligible after one year.

Section 4. The annual elections shall also provide for the election of Council members to fill unexpired terms in accordance with Article IV, Section 7.

ARTICLE IV. ELECTIONS

Section 1. The College Council shall select an Elections Committee to supervise the nomination and election of members of the Council. This Committee shall prepare rules for the conduct of nominations and elections which are not inconsistent with these by-laws. Before such rules shall take effect, the Committee shall submit them to the College Council for approval.

Section 2. Regular members of the College faculty who have the rank of instructor or higher, with the exception of persons who are on leave or disability, are eligible to vote for Council members. Prior to each election, the office of the Dean of the College of Applied Science and Technology shall provide the Elections Committee with a list of eligible voters. The Committee shall make copies of this list available to all members of the College faculty.

Section 3. Each department shall nominate not more than two candidates for election to the Council.
Section 4. In addition to the foregoing, candidates may be nominated by petition, each petition must carry the signatures of at least twenty per cent of the electorate of each department.

Section 5. The week before the third Thursday in February (the day or days to be specified in the elections rules), the Election Committee shall conduct the general election of the members of the College Council among the electorate of the College.

Section 6. Within twenty-four hours after balloting, the Elections Committee shall announce to the College faculty the complete results of the election. The Committee shall declare elected the candidates receiving the highest number of votes. In any election in which Council members are to be elected for terms of differing length, the Elections Committee shall assign both full and partial terms according to the number of votes received, those receiving the highest number of votes serving the longer terms. In case of tie, the decision shall be made by lot.

Section 7. Any vacancy occurring between elections shall be filled by calling a meeting of the College electorate for the purpose of nominating and electing a person to fill the vacancy. At such a meeting, each department shall be given opportunity to nominate at least one candidate. A Council member elected to fill a vacancy shall serve the unexpired term. A partial term of eighteen months or less shall not be considered one of two consecutive terms referred to in Article III, Section 3.

Section 8. Newly elected members shall begin their terms of office with the first regular meeting of the Council following their election.

ARTICLE V. OFFICERS

Section 1. At the first regular meeting after the election of new members, the Council shall choose by ballot from its elected members a Chairman, a Vice-Chairman, and a Secretary for one-year terms. These officers shall assume their duties immediately upon election.

Section 2. These officers shall constitute the Executive Committee of the Council. The Executive Committee, in consultation with the Dean, shall prepare the agenda for each Council meeting and shall perform such other functions as the Council assigns to it.

ARTICLE VI. MEETINGS

Section 1. At least once each month during the academic year, including the summer session, the Council shall hold regular meetings.

Section 2. Special meetings may be called by the Chairman, or in his absence by the Vice-Chairman, and must be called upon the written request of at least three members of the Council.

Section 3. Five-sevenths of the membership of the Council shall constitute a quorum.

Section 4. Minutes of Council meetings must be mailed to all members of the College faculty within ten days of each meeting. At least one permanent file of minutes shall be kept in the Office of the Dean of the College.

Section 5. Faculty members may attend all meetings of the Council except executive sessions, but may participate in the discussion only with the consent of the Council.

Section 6. There shall be no limits on the subjects open to discussion by the Council. Faculty members desiring to bring specific matters to the attention of the Council shall
communicate them to the Secretary. Such requests shall be presented to the Council for its consideration.

Section 7. In case of disagreement as to procedure, the parliamentary authority for use in Council meetings shall be Robert's Rules of Order, Revised.

ARTICLE VII. POWERS AND DUTIES

Section 1. Because all matters affecting the College are of concern to its faculty, the College Council shall determine in accordance with Article II, the procedures which the faculty will use to participate in the establishment of all basic policies of the College not otherwise enumerated in these by-laws.

Section 2. The College Council may create such standing and special committees and boards as it deems useful to the exercise of its powers, vesting the appointment of such committees and boards in the Council, or in such organization or individual as it chooses. The College Council shall determine the powers, duties, and organization of each College faculty committee and board. Any member of the College faculty is eligible to serve on such committees and boards. The Council shall not normally consider a matter which is usually the responsibility of a committee or board until the committee or board has reported on the matter to the Council. No provision of this section shall be construed to preclude administrative officers from creating administrative committees and boards, assigning to them such duties and powers as they desire, and appointing members of the faculty to serve on them.

Section 3. Before any committee, board, council, administrative official of the College or of any of its constituent parts, or any other organization, may promulgate or execute a policy in the name of the faculty of the College, the policy must be submitted to and approved by the College Council in accordance with these by-laws.

Section 4. The College Council may call regular or special meetings of the College faculty or of any part thereof. For meetings which it calls, the College Council shall establish the rules and the agenda, which rules shall not contravene these by-laws.

ARTICLE VIII. REFERENDA

Section 1. Any decision or action of the College Council may be referred to a vote of the faculty in accordance with the procedures established in this Article. The decision of the faculty in a referendum election shall be final, except as provided in Section 3.

Section 2. The College faculty may request a referendum vote on any Council decision or action by submitting to the Executive Committee a petition signed by at least thirty per cent of the voting members of the faculty. Such petition shall be presented within ten days after the minutes reporting the decision or action have been distributed. The Elections Committee shall conduct an election on the question within one month of the day the Executive Committee receives the petition.

Section 3. The Dean may request a referendum vote on any Council decision or action. If the faculty, voting in the manner prescribed in Section 5 below, supports the Dean, the Council decision or action shall be declared invalid. If the faculty supports the Council, and the Dean still does not concur, he or the Council may present the matter to the Dean of the Faculty.

Section 4. The College Council may refer to a vote of the faculty any matter pending before it or any decision or action.
Section 5. When a Council decision or action, or an amendment to these by-laws, is referred to the College faculty, the faculty shall vote by secret ballot in an election conducted by the elections Committee. Prior to any referendum election, the College Council shall provide the faculty an opportunity to discuss the question to be voted on at one or more of the following:

a. College faculty meetings  
b. Department faculty meetings  
c. Other groupings of the College faculty

Section 5. A two-thirds majority of the votes cast in a referendum election shall be required to reverse the decision of the Council.

ARTICLE IX. AMENDMENTS

A proposed amendment or proposed new by-laws shall be submitted in writing to the Secretary of the College Council who shall report the proposal to the Council at its next regular meeting. If the proposal is accompanied by a petition bearing the signatures of at least thirty per cent of the voting members of the College faculty, or if the College Council agrees, the proposal shall be distributed to the faculty through the minutes of the College Council and voted on by the faculty in accordance with the procedures outlined in Article VIII, Section 5. If two-thirds of those voting in the referendum election vote for the proposal, the proposal shall be adopted and become effective when approved by the University Council.