MINUTES OF THE UNIVERSITY COUNCIL

MAY 17, 1967

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

DATE: May 17, 1967

MEMBERS PRESENT
1. Richard Bond 7. Barbara Hall
2. Robert Bone 8. Warren Harden
4. Fred Fuees 10. Fred Kagy
5. Charles Gray 11. Eric Johnson
6. Dean Hage 12. Walter Kohn
13. Warren Perry
14. Carroll Peterson
15. Mary Rozum
16. Stanley Shuman
17. Eunice Speer

MEMBERS ABSENT
1. John Ferrell
2. Richard Hulet
3. David Sweet

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.

APPROVAL OF THE MINUTES

Mr. Kohn moved to approve the minutes of the regular meeting of April 19, 1967, as distributed to the faculty. Mr. Peterson seconded the motion. The motion carried by a voice vote.

Mr. Harden moved to approve the minutes of the special meeting on April 26, 1967, as distributed to the members of the faculty. Mr. Kagy seconded the motion. The motion carried by a voice vote.

Mr. Peterson moved to approve the minutes of the special meeting on May 5, 1967, as distributed to the faculty. Miss Hall seconded the motion. The motion carried by a voice vote.

REPORT OF THE PARKING BOARD

Mr. Shuman introduced Miss Gwen Smith, chairman of the Parking Board, and Mr. Richard Smith, administrative representative on that Board, who, in turn, asked for questions, comments, or suggestions on the Board's report, which had been previously distributed to members of the Council.

It was suggested that the Council not take action on item 3 which deals with restrictions on students' cars until Dean Hulet was present and could give his reaction to it. Mr. Smith indicated that non-commuters would be included in that particular item.

In emphasizing the seriousness of the parking problem, Mr. Smith reported that the University will lose 85 spaces in Lot K during the next academic year and that there will be over 100 new faculty members who will want parking spaces.

In answer to a question concerning the lot east of Horton Fieldhouse, Mr. Johnson reported that a service building is scheduled to be built in that area but that it is hoped that it can be put under the east stands. He went on to say that nothing is planned for Lot F awaiting the decision of the Highway Department.
Mr. Smith cited Lot Z and one near the Physical Plant as possible storage lots for the vehicles of students living in residence halls.

In a discussion of item 2, which has to do with the restricted use of University parking lots by students who live within one mile of the campus, it was stated that residence hall students would also be included in that recommendation.

Miss Smith pointed out that items 4, 5, and 6 would cover the period from September 1 to September 1 which means that vehicle registration for the faculty, staff, and on-campus students would be $25 for the first vehicle registered from September 1 to September 1. For each additional vehicle registered in September, there would be a $10 fee. The members of the faculty, staff, or on-campus students who come to the campus after September would be charged accordingly:

- $15.00 for first vehicle -- Second semester registration-$5.00 each additional vehicle
- $5.00 for first vehicle -- Summer session registration-$3.00 each additional vehicle

Fees for part-time commuter students and those living off-campus are still being studied. Students will be required to register their cars, but faculty and staff will have a choice in the matter. Penalties for not registering a student car will be in line with the fees charged by the Board.

Mr. Fuess suggested that the Parking Board distribute a financial report to the faculty so that they will have a better understanding of the financial problems of the Board. Mr. Smith indicated that the income from fees during the current year was $28,000 but that three-fourths of the money had to be spent for gravel and other improvements on existing lots.

President Bone stated that the Board of Governors will allow a minimum amount of land to be bought or parking near new buildings but no land near older structures. He commented that the Board of Regents might have different ideas. It was also reported by President Bone that ramp parking buildings are in the future plans for the University. In answer to a question about the use of parking lots financed by private companies, it was stated that the cost was too great for the University. Metered parking areas are being considered for the areas near Hovey Hall and the Metcalf School. A gated lot is being considered in terms of solving the commuters' parking problem.

Miss Smith stated that the University has no control of street parking at the present time.

Mr. Hicklin indicated that the Student Code contains unrealistic fines at the present time. Mr. Shuman reminded the group that the Code is a dynamic document and can be changed.

Mr. Harden moved that the Council recommend the acceptance to the President of the Parking Board's report with the exception of item 3 to be discussed at another meeting of the Council. Mr. Kagy seconded the motion.

The voting was as follows:

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<thead>
<tr>
<th>Voting &quot;Yes&quot;</th>
<th>Present</th>
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<tbody>
<tr>
<td>1. Richard Bond</td>
<td>13. Carroll Peterson</td>
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<tr>
<td>2. Robert Bone</td>
<td>14. Mary Rozum</td>
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<tr>
<td>4. Fred Fuess</td>
<td>16. Eunice Speer</td>
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<tr>
<td>5. Dean Hage</td>
<td>9. Eric Johnson</td>
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<tr>
<td>6. Barbara Hall</td>
<td>10. Fred Kagy</td>
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Motion carried.
COUNCIL FOR TEACHER EDUCATION

Dean Bond cited changes that had been made in the membership section of the Council for Teacher Education. The revised document with the changes underlined is attached to the minutes.

Mr. Hicklin moved that the report be approved. Mr. Drew seconded the motion.

Voting "Yes"

The motion carried.

REPORT OF THE JOINT FACULTY POLICY COMMITTEE

Mr. Egelston, a member of the Committee, proposed that the Council approve a Joint Faculty Policy Committee composed of members of the faculties of Northern and Illinois State University. He reported that the present members of the Joint Faculty Policy Committee of Northern and Illinois State felt that such action would be forthcoming, so they had already organized. If the support for the committee is given, they hope to proceed as in the past. He drew particular attention to items 9, 11, 15, 18, 20, 21, and 25 in the report. A copy of the report is found attached to the minutes.

President Bone stated that he hoped that the new board would continue the present policies for at least one year. He suggested that the University Council spell out policies that the University would want continued at their June meeting and also recommend at that time that the Policy Committee of the new board and the Joint Faculty Policy Committee meet together once a year without the presence of the two presidents.

Mr. Harden moved that a Joint Faculty Policy Committee be established with Northern Illinois University. Mr. Kohn seconded the motion.

The voting was as follows:

Voting "Yes"

The motion carried.

Mr. Kohn moved that the Joint Faculty Policy Committee be expanded to four people, each of whom to serve a four-year term. Mr. Drew seconded the motion.

Voting "Yes"
The motion carried.

Mr. Harden moved that one additional member be added to our present committee to serve a four-year term and that one subsequent member to serve a four-year term. Miss Hall seconded the motion.

The voting was as follows:

Voting "Yes"

17. Eunice Speer

The motion carried.

Mr. Hicklin moved that beginning with the next person added to the Joint Faculty Policy Committee that no more than one person shall be from any one college. Mr. Hage seconded the motion.

The voting was as follows:

Voting "Yes"

17. Eunice Speer

The motion carried.

Mr. Harden suggested that the Council hold an election for a fourth representative at the June meeting.

Mr. Hicklin proposed that the members of the Joint Faculty Policy Committee be introduced to the faculty at a faculty meeting and that they share the agenda of their meetings in order to get faculty reaction.

Dean Bond wondered if such a committee could include representatives from the University of Illinois and Southern Illinois University.

REPORT OF THE ELECTIONS COMMITTEE

Miss Rozum, chairman of the Elections Committee made the following report:

1. Two elections are being conducted at the present time.
   Election of a
   a. member of Faculty Salary Committee from professor rank
      (1) 132 nominating ballots were sent out on May 4.
      (2) 82 ballots were returned to Box M, University Mail Service with 64 people being nominated.
      (3) 132 ballots for electing professor were mailed on May 12; these are to be returned by May 19.
b. Election of members of Advisory and Hearing Committee Panel
(1) As provided in the minutes of May 18, 1967, each department was asked to nominate
one faculty member on tenure. The notice went out on May 4 and are to be returned
by May 17.
(2) The nominees will be placed on a ballot which will be issued to the general faculty.
(3) The 5 with highest number of votes will be declared elected for 3 years.
(4) Next 2 highest will fill the unexpired terms of Walter Kohn and Stanley Grupp, and,
therefore, serve until May, 1968.
(5) Any vacancies occurring between elections will be filled by the next highest.
(6) Election dates will be from May 23-May 25. Ballot boxes will be in 4 locations.
(7) A few of the smaller departments have reported that they will not have a nominee
due to the tenure requirement.

COMMUNICATIONS

Letter from Ralph Smith

Mr. Shuman read a letter from Mr. Ralph Smith, chairman of the Advisory and Hearing Committee
Panel, in which he asked that the Council set up a committee consisting of persons from the
committee that originally formulated "A Statement of Policy Regarding Faculty Dismissal Pro­
ceedings" and the present Faculty Status Committee in order to work out problems that pertain
to both the Faculty Status Committee and the Advisory and Hearing Committee Panel in regard
to dismissal proceedings.

Miss Speer moved that the chairman be instructed to set up such a committee as described by Mr.
Smith. Mr. Perry seconded the motion.

The motion carried by a voice vote.

Smoking on Campus

Mr. Shuman read a communication from Mr. Johnson in which he cited the smoking problem that
now exists on the campus. At the present time, people are smoking everywhere because there
are no specific regulations. Consequently, buildings are difficult to keep clean and some damage
is evident. He suggested that an Ad Hoc Board be formulated to study the problem.

President Bone stated that people are not supposed to smoke above the second floor except in
private offices and in the University Union.

Mr. Harden moved that the Executive Committee of the Council appoint an Ad Hoc Board to review
and establish policies concerning smoking on the campus. Miss Speer seconded the motion.

The voting was as follows:

Voting "Yes"
17. Eunice Speer

The motion carried.
Letter from Walter Kohn

Mr. Shuman read excerpts from a communication by Mr. Kohn in which he suggested that a committee be established to study the merit system. The chairman referred to the "Statement of Policy Regarding the Handling of Appointment, Salary, Promotion, and Tenure Matters at Illinois State University" part II, section C, item II on page 4 of the August 11th minutes.

During the course of the discussion it was pointed out that there is much discrepancy from one department to another in interpreting the merit system, the merit system tends to be used as an equalizer, and that the new board might have some ideas on the matter.

There was a consensus of opinion that Mr. Shuman draw the matter to the attention of Miss Yates, chairman of the Faculty Status Committee, for their consideration.

Letter from David Sweet

Mr. Shuman read a communication from Mr. Sweet in which he stated that he hoped to return to the campus no later than the June Council meeting and probably before that date. He commented that he would like to complete his term on the Council if it were possible to do so without violating Council procedures. Mr. Sweet offered his resignation in the event that his absence should create problems for the Council.

Mr. Harden moved that the chairman acknowledge receipt of the letter from David Sweet and deny the request. Miss Speer seconded the motion.

During the discussion, it was brought out that there are no written regulations concerning this matter, but that the Council should have some kind of policy.

Mr. Kohn moved to table the motion. Mr. Fuess seconded the motion. The motion carried.

Mr. Shuman announced that the Council committee concerning the standing rules of the Council would be reactivated in order to study this matter and other procedures and policies.

Letters of Appreciation

The chairman read notes of appreciation from the Orville Youngs and Mabel Clare Allen for the gifts that the Council presented at the Spring Dinner.

It was reported by Miss Speer that Marie Jessa and Gertrude Hall would also be receiving gifts from the University Council due to their previous retirements.

Mr. Hicklin moved that the University Council send a statement to the Board of Governors expressing its appreciation for their work in the selection of the new president. Mr. Perry seconded the motion. The motion carried by means of a voice vote. Such a statement, signed by the Council chairman and the President, will be sent to each Board member.

Letter of Sympathy

Mr. Harden suggested that Mr. Shuman send a letter of sympathy to Mr. William McBride, Board member, whose wife recently died and who is at present, hospitalized.
Reception for Dr. Samuel E. Braden

President Bone announced that there will be a reception for the new president-elect, Samuel E. Braden, on Thursday, May 25, from 4:00 to 6:00 p.m. in the ballroom of the University Union. He also announced that Dr. Braden had consented to be the commencement speaker in August.

ADJOURNMENT

Mr. Harden moved to adjourn the meeting. Dean Bond seconded the motion. The meeting was adjourned at 11:00 p.m.

Respectfully submitted,

Stanley Shuman, Chairman

Mary Rozum, Secretary

SS/MR:kb
COUNCIL FOR TEACHER EDUCATION

Membership:
Appointed by the Dean of the Faculty in consultation with college deans, confirmed by the University Council.

4 -- Education
  1 -- Social Sciences
  1 -- Sciences and Mathematics
  1 -- Humanities
  2 -- Applied Areas

Each from a different department.
Sociology-Anthropology, Economics, Political Science, History, Psychology.
Physics, Chemistry, Biology, Mathematics, Geography-Geology.
Foreign Languages, English, Art, Music, Speech, Library Science.
Industrial Arts, Agriculture, Home Economics, Business, Physical Education (men and women).

1 -- Elected at-large by University Council plus any additional members as necessary to insure every college representation.

Terms: Three year appointments, staggered terms.

Ex Officio
1 -- Dean, College of Applied Science and Technology
1 -- Dean, College of Arts and Sciences
1 -- Dean, Unaffiliated departments or deans of other colleges as organized
1 -- Dean, College of Education - Executive Secretary
1 -- Chairman, Curriculum Committee
1 -- Dean of Faculty (or his representative), Chairman

Function:
1. To formulate policies and programs for selection and retention of prospective teachers.
2. To formulate and continuously evaluate policies and criteria for teacher-education curricula and to coordinate the planning of teacher-education curricula.
3. To review teacher-education curricula.
4. To assure the development of policies and standards for the completion of teacher-education curricula.
5. To assure proper identification of prospective teachers in registration and enrollment.
6. To assure proper counseling of prospective teachers, including placement.
7. To develop procedures for follow-up studies of teachers in service.
8. To facilitate interdepartmental and intercollege cooperation on matters relevant to teacher-education.

Responsible to: University faculty through University Council.
During the year, the following items were discussed; some were the subject of communications to the Board; and on some items Board action or clarification resulted.

1. Statewide Comprehensive Medical, Hospital, and Life Insurance Plan for All Personnel.  
   The Legislature has created a new State Employees Group Insurance Commission. The Board feels that it should cooperate with the state commission and await the outcome of legislation at this session of the general assembly.

2. NEA Sponsored Tax Sheltered Annuity Program.  
   The Board would like to have the NEA representatives meet with the Boards representatives to discuss the matter.

3. Increased Base Annuities of Faculty Pensioners, 60 Years of Age and Older.  
   A report from the executive director of the pension fund to Dr. McKelvey indicated that The Employees Advisory Committee to the Retirement Board had considered these provisions and had rejected the proposal as unsound.

4. Official JFPC Representation to Board Meetings.  
   The Board indicated that they would be happy to have resident members of the JFPC attend Board meetings. However, they didn't feel they could recognize official delegates as there were other organizations who would likewise like to have official representation, and the Board believes this should not be done.

5. Salary Increases for Instructors and Assistant Professors.  
   The Board removed the $20 and $40 salary increase limits for Instructors and Assistant Professors without their earned doctorate.

6. Maximum Salary of Assistant Professors Without Earned Doctorate.  
   The ceiling for Assistant Professors without the earned doctorate was increased from $1200 to $1360 effective September 1, 1968. The $1000 ceiling for Instructors was retained.

7. Receipt of a Grant, Such as a Fulbright, and Sabbatical Leave During the Same Period.  
   A faculty member may receive a grant such as a Fulbright grant and a sabbatical leave at the same time, however, he cannot receive an amount from both of them that exceeds his normal salary for the period of the sabbatical.

8. Length of Term of Service Prior to Tenure. Request to Hire Experienced Persons with Tenure at Time of Employment.  
   The Board does not wish to change the policy as established in the policy statement. Generally, a waiting period of at least three years is necessary before tenure is granted, depending upon the kind of prior service.

9. Meaning of Executive Assistant  
   A list of those positions designated Executive Assistant was supplied. Apparently, there will be more staff included in the Executive Assistant ranks in the future.

    The Council of Presidents concurred with the JFPC that when any major revision of by-laws, governing policies and practices is undertaken, the JFPC will participate. A practical aspect of the matter is that the new policies were distributed before the JFPC was asked to examine and discuss them.

11. Illness - Disability.  
    The JFPC recommended that the disability leave be increased to 20 days the first year of
service and that the cumulative maximum be increased beyond the 60 calendar days. The problem with sick leave benefits is that the retirement disability takes over after 60 days. There are several problems that relate to this matter that need to be clarified. The disability, sick leave, and retirement provisions are complicated.

12. Length of the School Year.
The JFPC thought that the statement relating to a minimum of 180 days ought to be deleted from the policy statement. However, the Council of Presidents believes that the freedom of the president and of each institution to determine the calendar year is not affected by the provision.

At the March 19-20, 1967, meeting of the Board, a policy was approved which provides that certain administrators retire at the close of the academic year in which they reach the age of 65. However, an administrator may elect to take a teaching position in the department in which he holds academic rank. Generally, members of the JFPC opposed this policy.

14. Associate Professor or Professor Without the Earned Doctorate.
This practice is being followed at some institutions already, and the Board has developed a proposed policy for promotion to Associate Professor without the earned doctorate. With minor changes this policy has the approval of the JFPC.

15. Nepotism.
The JFPC generally opposes the present policy which allows tenure for only one member of the same family. There seems to be no reason that the committee can determine why this policy should remain in effect. Furthermore, there seems to be problems of getting staff in some areas because of this policy.

16. Liberalization of Reimbursement for Travel.
Information was received that a new schedule for reimbursement for food and hotel had been developed and provided increased amounts for the metropolitan centers.

17. Tenure. Maximum Length of Years of Service Without Tenure.
The concern was that in some institutions faculty members had served a permanent appointment for more than seven years and had not been granted tenure. The Board policy does not require that tenure be given after seven years. The Joint Faculty Policy Committee members generally believe that the length of service before tenure is given should be decreased.

18. Maternity Leave Policy.
A maternity leave policy was developed by the Board because of a case that had arisen at one of our sister institutions. We, at this institution, thought that the policy was quite liberal and was administratively sound. However, JFPC members from a couple of other institutions were quite concerned that the administration thought that policy concerning this matter should be developed. One member thought that if the Board could develop this sort of policy, the Board could also develop such policy to apply to any personal problems.

Policy is being proposed which would allow administrators, at almost all levels, who had served for a minimum of 12 years, and who had not had a sabbatical leave in the last seven years before scheduled retirement, could be granted a sabbatical leave without the requirement for the two years subsequent service. The members of the JFPC generally were opposed to this policy. Some indicated that such a policy would be acceptable if it were also made available to all staff members.

20. Adjunct Professors at Northern.
The JFPC went on record as favoring a policy allowing adjunct professors at Northern. Such an appointment would be for individuals who had credentials equivalent to those of persons appointed to a professorial rank on the regular faculty. Generally, they would not receive a salary.
   The JFPC joined the Council of Presidents in supporting the deletion of the citizenship
   requirement for professors before sabbatical leave and tenure could be granted.

   The policy has been adopted that the staff would not have a reduced salary because of jury
doctor or witness service.

23. Legislation.
   The concern was expressed for several bills relating to involving University staff with
   professional negotiations and other matters.

24. Future Committee.
   It was felt that a Joint Faculty Policy Committee should be formed with Northern and ISU
   and that we would hold one meeting a year with the Joint Faculty Policy Committee of The
   Board of Governors.

   It was felt that the Board ought to anticipate needs for policy, and not develop policy to
   fit specific cases -- after the cases have arisen.

At this time, there is no particular action that needs to be taken concerning this report except,
it appears that the Council should approve a Joint Faculty Policy Committee composed of members
of the faculty of Northern and ISU Universities. Because the present members of the Joint Faculty
Policy Committee of Northern and ISU felt such action would be taken, they had already organized
and if the support for the committee is given, will proceed as in the past.