

Summer 8-9-1967

University Council Meeting, August 09, 1967

Academic Senate
Illinois State University

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MINUTES OF THE UNIVERSITY COUNCIL

AUGUST 9, 1967

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

DATE: August 9, 1967

MEMBERS PRESENT

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

MEMBERS ABSENT

1. Barbara Hall
2. Richard Hulet

CALL TO ORDER

The regular meeting of the University Council was called to order by the chairman, Mr. Shuman, at 7:15 p.m. in room 307 of Hovey Hall.

APPROVAL OF THE MINUTES

Mr. Kohn pointed out that the third sentence in Mr. Champagne's statement on page 2 of the minutes should have read as follows:

"He was of the opinion that no college graduate should graduate without some knowledge of the historical trends of peoples, societies, and cultures outside his own."

Mr. Fuess suggested that it be re-emphasized that the Council was in favor of changing the required hours in Group III to 14 while reducing those in Group IV to 5 as stated in number 2 under Concerns of Subcommittee on page 16 of the minutes.

Mr. Shuman read a communication from Mr. G. Bradford Barber in which he noted that the Council did not vote to approve Mr. Sweet's substitute motion which was stated on page 4 of the minutes but rather voted to substitute it for Mr. Hicklin's motion. The statement should have read "The vote to substitute Mr. Sweet's motion was as follows:"

The substitute motion, moved by Mr. Sweet and seconded by Mr. Kagy, was then approved by the Council. The voting was as follows:

Voting "Yes"

1. Richard Bond	6. Fred Kagy
2. George Drew	7. Warren Perry
3. Fred Fuess	8. Mary Rozum
4. Dean Hage	9. Eunice Speer
5. Charles Hicklin	

Voting "No"

1. John Ferrell
2. Warren Harden
3. Walter Kohn
4. Carroll Peterson

Present

1. Robert Bone
2. Charles Gray
3. Stanley Shuman

The motion was carried.

Mr. Harden moved that the minutes of July 19, 1967, be approved as corrected. Miss Speer seconded the motion. The motion carried as a result of a voice vote.

DISCUSSION OF REVISION OF 1958 BLUE BOOK

President Bone presented a report concerning the revision of the 1958 Blue Book; a copy of his report is attached to the minutes. President Bone noted the suggested changes as found on pages one (7)* and two (7)* of the report for the Council's consideration.

A question was raised as to whether the work of the Council on General Education would overlap that of the Proficiencies Committee. Dean Bond pointed out that proficiency examinations are not limited to General Education courses.

Mr. Fuess moved the adoption of the three changes recommended by President Bone on pages 1 (7)* and 2 (7)* of his report. Mr. Kohn seconded the motion.

The voting was as follows:

Voting "Yes"

- | | | | |
|-----------------|------------------|--------------------|----------------------|
| 1. Richard Bond | 5. Fred Fuess | 9. Charles Hicklin | 13. Carroll Peterson |
| 2. Robert Bone | 6. Charles Gray | 10. Fred Kagy | 14. Mary Rozum |
| 3. George Drew | 7. Dean Hage | 11. Walter Kohn | 15. Stanley Shuman |
| 4. John Ferrell | 8. Warren Harden | 12. Warren Perry | 16. Eunice Speer |

The motion carried.

President Bone pointed out that "ex-officio" should be replaced by "administrative" in C 5 on page 2 (8)* of the report.

Mr. Hicklin suggested that B1 on page 2 (8)* and D3d on page 3 (9)* be changed to Joint Faculty Salary Committee to coincide with the Joint Faculty Policy Committee. The Council consented to insert the word "joint" in B1 and D3d as suggested.

Dean Bond asked whether the Council of Student Affairs should be added to E3 on page 4 (9)*. President Bone stated that he would check on the matter.

Miss Speer moved the adoption of the report as submitted including the changes suggested by President Bone and Mr. Hicklin. Mr. Harden seconded the motion.

The voting was as follows:

Voting "Yes"

- | | | | |
|-----------------|------------------|--------------------|----------------------|
| 1. Richard Bond | 5. Fred Fuess | 9. Charles Hicklin | 13. Carroll Peterson |
| 2. Robert Bone | 6. Charles Gray | 10. Fred Kagy | 14. Mary Rozum |
| 3. George Drew | 7. Dean Hage | 11. Walter Kohn | 15. Stanley Shuman |
| 4. John Ferrell | 8. Warren Harden | 12. Warren Perry | 16. Eunice Speer |

The motion carried.

REPORT OF THE COMMITTEE ON FUTURE DEVELOPMENT

The report was given by President Bone. He described the land acquisition program to 1980 and the probable building program to 1975. President Bone indicated that we have been planning

*Page number referring to material in minutes of August 9, 1967.

for an enrollment of 19,930 by 1975 but may have to increase that figure to a possible 23,000 by that date. It was stated by President Bone that the entire faculty will receive a report concerning future land acquisition and building in the near future.

DISCUSSION OF UNIVERSITY COUNCIL RETREAT

Miss Rozum reported that the last year's Retreat Committee composed of Mr. Charles White, Mr. George Drew, and herself had met with Dr. Braden and the Executive Committee on August 4, 1967, in order to discuss the possibility of having a retreat during the fall of 1967. At that time it was decided to have a third annual retreat.

Mr. Drew reviewed what had been done in terms of the previous retreats for the benefit of new Council members. It was stated that a tentative reservation had been made at Hott Memorial Center in Monticello for November 3 and 4, 1967.

Council members were asked for suggestions as to a possible theme and as to how the participants should be selected.

Mr. Harden moved that the chairman of the University Council appoint a Retreat Committee. Mr. Peterson seconded the motion. The motion carried by a voice vote.

Dean Bond expressed the opinion that the new deans should be invited to participate this year.

It was suggested that a reservation be made for 1968 at Allerton House outside Monticello in order that more faculty members could be involved.

Mr. Kohn submitted the topic of General Education as a possible theme. He suggested that each department be represented by someone "X'd" in that department who is not an administrator.

ELECTION OF MEMBER TO FACULTY STATUS COMMITTEE

Mr. James Roderick was elected to serve on the Faculty Status Committee until April 1969.

ELECTION OF REPLACEMENT TO COMMITTEE ON SELECTION OF THE HEAD OF THE DEPARTMENT OF PHILOSOPHY

Mr. Earl Reitan was elected to replace Mr. Charles White who is going on leave.

ELECTION OF NOMINEES FOR COMMITTEE ON SELECTION OF THE HEAD OF THE DEPARTMENT OF BUSINESS EDUCATION

Mr. George Drew, Mr. Kenneth Fitch, and Mr. William Legge were elected as nominees.

ELECTION OF NOMINEES FOR COMMITTEE ON SELECTION OF THE HEAD OF THE DEPARTMENT OF ACCOUNTING

Mr. Joe Kraus, Mr. Douglas Poe, and Mr. Joe Talkington were elected as nominees.

ELECTION OF NOMINEES FOR COMMITTEE ON SELECTION OF THE HEAD OF THE DEPARTMENT OF BUSINESS ADMINISTRATION

Mr. Ben Keeley, Mrs. Virginia Owen, and Mr. Harvey Zeidenstein were elected as nominees.

REPORT CONCERNING COUNCIL FOR TEACHER EDUCATION

Dean Bond nominated for membership on the Council for Teacher Education, per procedures adopted May 17, 1967, the following individuals:

Education --	Dr. Robert Moore
	Dr. Dean Hage
	Dr. Quinn Hrudka
	Dr. Lillian Davies
Social Sciences --	Dr. Edward Schapsmeier
Sciences and	
Mathematics --	Dr. John Frehn
Humanities --	Dr. Cal Pritner
Applied Areas --	Dr. Clarence Moore
	Dr. Arnold Condon

Mr. Hage moved to ratify the nominations made by Dean Bond. Mr. Harden seconded the motion.

The voting was as follows:

Voting "Yes"

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

The motion carried.

Dean Bond stated that one at-large member and one member to represent the Unaffiliated Departments were to be elected by the University Council. His nominations were Mr. Walter Friedhoff for the at-large member and Miss Betty Keough as representative of the Unaffiliated Departments.

Mr. Walter Friedhoff was elected as the at-large member to the Council for Teacher Education. Miss Betty Keough was elected to represent the Unaffiliated Departments on the Council for Teacher Education.

COMMUNICATIONS

Inauguration of President-elect Braden

Mr. Shuman stated that Dr. Braden was agreeable to a formal inauguration if such was the wish of the Illinois State University faculty, and if it could be made to be a meaningful event for the University community. Since the faculty does appear to be in favor of a formal event, and since plans must be started soon if an inauguration is to be held on Founder's Day as suggested, the Council should take some action immediately.

Mr. Harden moved that the chairman of the University Council appoint a committee to make arrangements for the inauguration. Mr. Fuess seconded the motion. The motion carried by a voice vote.

Letter from John Kirk

Mr. Shuman asked what action the Council would like to take on the communication from Mr. Kirk, which had been sent to each member. The group was reminded that Mr. Kirk was concerned about the use of the word "drama" instead of "theatre" in Group III, B on page 16 of the minutes for July 19, 1967.

Mr. Harden moved that the word "theatre" be substituted for the word "drama" in B under Group III on page 16 of the report of the Subcommittee on General Education in the minutes of July 19, 1967. Miss Speer seconded the motion.

After a brief discussion, Mr. Kohn moved to table the motion. Mr. Perry seconded the motion. The motion carried by a voice vote.

Vidette reporter

The chairman indicated that Dean Bond had been contacted about the possibility of having a Vidette reporter present at the University Council meetings.

It was the consensus of the group that a discussion of this matter should be postponed until the September meeting.

Letter from Mr. Kenneth Shaw

The Council agreed that the revised cover letter to the University Code submitted by Mr. Kenneth Shaw reflected the suggestions of the Council at the meeting of July 19, 1967, and, therefore, approved it as distributed. A copy is attached to the minutes.

Letter from Mr. Gibson

Mr. Gibson reported the members of the Committee on Selection of the Head of the Department of Industrial Arts as follows: Robert L. Cramer, Chairman; Richard Smith, secretary (Administrative Member); Claude Bell; R. Dean Blomgren; Emory E. Wiseman.

Resolution for President Bone

Mr. Shuman read the following resolution to President Bone:

Dr. Bone,

For your eleven years of outstanding leadership during a period of transition at Illinois State University

For your democratic approach to problem solving and for your willingness to listen to others and to be receptive to views not necessarily your own

For your ability to see the worth of individuals, to stimulate them to the full use of their unique talents and to weld them into a corporate body with creative ideas and ideals

For your ability to be flexible to the needs of the moment yet steadfast in your vision for the future

For the warmth of your personality and the exuberance and forthrightness with which you attack each task, whether large or small

We, the members of the University Council of Illinois State University, as duly elected representatives of the University Faculty, commend you and thank you and we wish you and your family abundant happiness and satisfaction in your new venture.

University Council
Illinois State University

A copy of the resolution signed by the members of the University Council was presented to President Bone by the chairman.

President Bone expressed his gratitude to the group.

ADJOURNMENT

Mr. Harden moved to adjourn the meeting. Mr. Hicklin seconded the motion. The motion carried by a voice vote. The meeting was adjourned at 10:00 p.m.

Respectively submitted,

Stanley Shuman, Chairman

Mary Rozum, Secretary

SS/MR:kb

REPORT CONCERNING REVISION OF 1958 BLUE BOOK

Robert G. Bone

As the 1958 edition of the ISU Committee System was exhausted eighteen months ago and as numerous changes have been made in many of the committees by action of the University Council, as a number of committees and boards have been added by Council action, and as a number of committees formerly called Administrative Committees and Boards belong with the regular committees, the majority of whose members are recommended to the President by the Committee on Committees, it was deemed wise to publish a 1967 edition which would bring up to date all changes.

There is need for such an edition for new as well as present staff; furthermore, it will give a Council committee to further re-study the system all the present information on our committee system in one document. We plan to publish this edition in looseleaf form, so that it can be kept up to date.

The only changes recommended at this August meeting are the following:

1. The Proficiencies Committee, which has met very few times in recent years, should be eliminated as a committee. However, the deans believe the work of this committee should be continued. Therefore, it is recommended that the work of this committee be given to the Academic Standards Committee, which is to encourage high scholarship and to sponsor the Honors Day Convocation. We recommend adding to its functions the following responsibility:

"To recommend basic policies concerning proficiency programs and to suggest proficiency testing and to encourage colleges and departments to study this area of academic work."

2. The Forensics Board, which has rarely met during the last four years, should be eliminated. The Speech Department carries out all the functions of this committee and the financial needs are taken care of.

We recommend that the action be taken by the Council to eliminate this board.

3. The United Fund Committee should be eliminated as a specific committee and its functions should be given to the Public Relations Committee, which should be called the Public Relations and Community Services Committee.

Because the United Fund campaign is conducted in the fall of each year, we recommend that:

- a. The Committee on the United Fund be eliminated as of January 1968.
- b. The Committee on Public Relations become the Public Relations and Community Services Committee.
- c. The latter committee be given the functions of the United Fund Committee beginning in 1968.

The University Committee System has been divided into broad categories. It may be that in the future these need to be reviewed. However, at present they should be listed as follows:

Outline of the Structure for Faculty Participation in University Government

A. The University Council

The central representative faculty institution.

B. Other Elected Faculty Agencies

1. The Joint Faculty Salary Committee.
2. The Faculty Advisory and Hearing Panel.
3. The Graduate Council (elected by and from University Graduate faculty)

C. Special University Committees and Boards

These are committees and boards whose important responsibilities usually require a larger-than-usual representation from administrative offices and whose teaching faculty members are nominated by the University Council.

1. The Faculty Status Committee.
2. The Campus Planning Committee.
3. The Budget Committee.
4. The Committee on Committees.
5. The Joint Faculty Policy Committee (includes no administrative members)
6. Student Code Enforcement and Review Board.
7. University Union Board.
8. Ad hoc committees named by the University Council or by the President or some other University officer after consultation with the Council.

D. Regular University Committees and Boards

Members of these committees are (in most instances) nominated by the Committee on Committees for faculty members, the Student Senate for student members, and the Civil Service Staff Council for civil service staff. All appointments are made by the President. Changes in function or size of membership must be approved by the University Council.

1. Academic Programs and Policies

- a. Academic Standards Committee
- b. Commencement Board
- c. Curriculum Committee
- d. Council for General Education
- e. Council for Teacher Education
- f. Honors Council

- g. Orientation Board
- h. Reinstatement Committee
- i. Teacher Evaluation Board

2. Student Welfare

- a. Apportionment Board
- b. Athletic Board
- c. Religious Organizations Board
- d. Student Employment Board
- e. Student Financial Aid Committee
- f. Student Housing Board
- g. Student Life and Organizations Board
- h. Student Publications Board

3. Faculty Welfare

- a. Economic Well-Being Committee
- b. Elections Committee
- c. Social Affairs Committee
- d. Joint Faculty Salary Committee (See Group B above)
- e. Faculty Advisory and Hearing Panel (See Group B above)

4. University Facilities and Services

- a. Building Committee
- b. Health and Safety Board
- c. Instructional Media Committee
- d. Library Board
- e. Museum Committee
- f. Parking and Traffic Board
- g. Textbook Service Board

5. University Information and Public Relations

- a. Editorial Committee
- b. Entertainment Board
- c. Homecoming Board
- d. Human Relations Board
- e. Public Relations and Community Service Committee

E. Administrative Organizations

The following councils are organizations of administrative faculty whose function is to coordinate the carrying out of University policies.

- 1. The Administrative Council
- 2. The Council of Deans

F. Non-Faculty Agencies for Participating in University Government

- 1. The Student Senate
- 2. The Civil Service Staff Council

Cover Letter for University Code

The University Code

INTRODUCTION

The purpose of the compilation of the University Code is to make accessible to interested faculty and staff the policies currently in force at Illinois State University. The bulk of the material enclosed was gathered from the following sources:

Faculty Handbook, 1962
Civil Service Handbook, 1966
Board of Governors of State Colleges and Universities of Illinois -- By-Laws, Governing Procedures and Policies, 1966
Minutes from the Meetings of the Board of Governors of State Colleges and Universities of Illinois
University Council Minutes
State Universities Retirement System Bulletin
Issuance of Policy from Administrative Offices

Source references are given for all of the material in the Code. The numbering system used to identify current policy was designed to permit a large degree of flexibility as changes are made in policy.

It is anticipated that modification or additions to the Code will follow clearly defined procedural guidelines as outlined on page 2, and that established policy-making groups will be utilized in this process. Such modifications and additions will be reviewed by the President of the University, distributed by the Office of the President, and incorporated into or deleted from the Code as applicable. The present format should be viewed as transitory, to be revised after there has been sufficient time to evaluate its effectiveness as a means of communicating policy.

Your suggestions, either in organizing the material or in the revision of reference cited, should be brought to the attention of the Office of the President.

RECOMMENDED PROCEDURE FOR MODIFICATION OF UNIVERSITY CODE

The following procedure is recommended for use in modifying or supplementing the University Code:

1. Groups or individuals who wish to suggest or modify policy should use existing channels available for that purpose, i.e., the University Council, appropriate committees, administrative offices, etc.
2. All internal policy should move from the policy-recommending individual or group to the Office of the President for consideration. This office will insure that the suggested policy change has gone through proper channels before action is taken.
3. Following Presidential review the policy will either be:
 - a. Returned to the policy-recommending body with recommendations for change, or
 - b. Adopted as official policy.
4. If the policy under review is adopted, the following procedure will be utilized in its promulgation.
 - a. A code number will be assigned.
 - b. Copies of the policy will be produced.
 - c. Copies will be distributed to those **faculty and staff** who have copies of the Code for insertion therein.