

Summer 6-18-1969

## University Council Meeting, June 18, 1969

Academic Senate  
*Illinois State University*

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## MINUTES OF THE UNIVERSITY COUNCIL

June 18, 1969

Meetings of the University Council are open to members of the University community. Persons attending the meetings may participate in discussions with the consent of the Council.

Persons desiring to bring items to the attention of the Council may do so by contacting any member of the Council.

### MEMBERS OF THE UNIVERSITY COUNCIL

1. Samuel Braden President	8-2241	12. Richard Hulet Dean of Student Services	8-2545
2. Richard Bond Dean of Faculties	8-2261	13. Eric Johnson Dean of Administrative Services	8-2143
3. George Drew Elementary Education	8-2168	14. Frederick Kagy Industria Arts	8-2612
4. Scott Eatherly English	8-2279	15. Walter Kohn Political Science	8-8063
5. Elwood Egelston Educational Administration	8-2549	16. Thomas Martin Business Education	8-7559
6. John Ferrell Music	8-2194	17. Charles Morris Mathematics	8-7674
7. Frederick Fuess Agriculture	8-5328	18. Warren Perry Business Education	8-2377
8. Charles Gray, Jr. University High School	8-8437	19. Milton Weisbecker Hlth. & P. E. -Men	8-2511
9. Dean Hage Special Education	8-2274	20. Joseph Wilson Music	8-2194
10. Barbara Hall Hlth. & P. E. -Women	8-8461	21. William Zeller Education	6-7250
11. Charles Hicklin Education	8-2445	Sandra Stevenson Clerical Secretary Institutional Studies	8-7274

UNIVERSITY COUNCIL MINUTES

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DATE: June 18, 1969

MEMBERS PRESENT

- |                   |                    |                    |                    |
|-------------------|--------------------|--------------------|--------------------|
| 1. Richard Bond   | 5. Elwood Egelston | 9. Charles Hicklin | 13. Charles Morris |
| 2. Samuel Braden  | 6. John Ferrell    | 10. Eric Johnson   | 14. Warren Perry   |
| 3. George Drew    | 7. Charles Gray    | 11. Frederick Kagy | 15. William Zeller |
| 4. Scott Eatherly | 8. Dean Hage       | 12. Thomas Martin  |                    |

CALL TO ORDER

Mr. Charles Hicklin, Chairman of the University Council, called the meeting to order at 7:30 p.m. in the fourth floor lounge of Stevenson Hall.

APPROVAL OF THE MINUTES

Mr. Martin moved that the minutes of June 4, 1969 be approved as distributed. Mr. Kagy seconded the motion.

The motion carried unanimously.

PROCEDURES FOR CAMPUS DELIBERATIVE BODIES

Chairman Hicklin asked permission to remove the first item from the agenda. He explained that several bills are now in the General Assembly awaiting action which may render the concern expressed in this agenda item irrelevant. The item as originally conceived, concerned possible disruption of campus deliberative bodies in the future. The bills now pending in the Illinois General Assembly, Chairman Hicklin explained, goes far beyond any campus action in this matter. Leave was granted by the Council to withdraw this item.

APPROVAL OF BY-LAWS OF THE COLLEGE OF FINE ARTS

Dean Desmond explained the procedure for writing and adoption of the By-Laws of the College of Fine Arts by the College faculty and by the student body.

Mr. Drew moved to approve the By-Laws of the College of Fine Arts as submitted. Mr. Eatherly seconded the motion.

In the ensuing discussion, it was brought out that the College of Fine Arts By-Laws conflicted with present FSC procedures and in matters of College APT Committee elections and membership.

The motion carried with Mr. Egelston, Mr. Ferrell and Mr. Martin abstaining.

A copy is attached to the minutes.

In response to the conflict noted between the College of Fine Arts By-Laws and the FSC procedures the following motion was introduced.

Mr. Eatherly moved that the University Council ask the Faculty Status Committee to revise its guidelines to permit more flexibility in College APT procedures. Mr. Braden seconded the motion.

The motion carried unanimously.

#### ADOPTION OF UNIVERSITY CALENDAR 1970-71

Mr. Eatherly, who had moved to accept the calendar at the June 4 Council meeting, withdrew his motion and Mr. Kagy, the seconder, concurred. The motion was withdrawn.

Mr. Bond moved to adopt the proposed calendar subject to a study of the reading days by the office of the Dean of Faculties prior to November 5, 1969. Mr. Egelston seconded the motion.

In the discussion, Dean Bond reminded the Council that the calendar for the coming academic year (1969-70) had been adopted a year ago by the Council and had been printed in the catalog. Therefore, changes in the calendar at this time would not affect next years dates. He also reminded the Council that the calendar for the 1970-71 year would not go to press in the catalog until the spring of 1970 and could be amended up to that time but that it was necessary to adopt the full calendar at this date in order to meet the Board of Regents schedule for calendar adoptions at the July meeting.

The motion carried with Mr. Zeller abstaining.

A copy of the calendar is attached to these minutes.

#### COMMUNICATIONS

President Braden gave a report to the Council on the Senate Task Force which had meet in Springfield to affect reductions in our budget. He explained the nature of the proposed budget cuts and the consequences of these cuts. He explained that the largest cuts were made in the proposed state contribution to the pension system. This cut was not expected to effect pensions or retirement benefits on a short-range basis since this simply put the university back to its procedures of the past several years. This budget item had been an additional attempt to contribute the full state contribution to the pension system. The other cuts came from capital improvements, remodeling projects, etcetera, which came out of the General Revenue Fund as opposed to the Illinois Building Authority Funds. Some minor reduction of the personnel services budget was reported. President Braden reminded the Council that even the remaining budget was still dependent upon the passage of an adequate revenue measure by the General Assembly before July 1.

President Braden also reported that the Board of Regents would be asked at the July meeting to raise the student activity fee by \$7.00 and to modify the earmark provisions of the present activity fee.

Chairman Hicklin reported that in light of the discussion concerning the Calendar Committee at the last University Council meeting on June 4, and in keeping with the spirit of the Kohn resolution on committees, he was submitting his resignation from the Calendar Committee to Dean Bond.

#### ADJOURNMENT

Mr. Johnson moved that the meeting be adjourned. Mr. Gray seconded the motion.

The motion carried unanimously.

The meeting adjourned at 9:29 p. m.

Respectfully submitted,

Charles Hicklin, Chairman

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PROPOSED BY-LAWS OF  
THE COUNCIL OF THE COLLEGE OF FINE ARTS

ARTICLE I. NAME

The name of this organization shall be the Council of the College of Fine Arts, hereinafter referred to as the "College Council".

ARTICLE II. PURPOSE

The College Council shall serve as the agency through which the faculty and students of the College of Fine Arts 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 the Dean of the College, the head or chairman of each department in the College, three regular full-time faculty members from each department, and three student members enrolled as majors from each department. The faculty members from each department shall be elected by the voting members of the department. The three student members from each department shall be elected by the undergraduate and graduate majors enrolled in the department.

Section 2. Regular full-time faculty members, excluding department heads, who have served on the faculty one full semester preceding the election and who have a major assignment in a department in the College as instructor or higher shall be eligible for election to the College Council unless they are on leave at the time of the 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. Students enrolled as majors in one of the departments of the College for one full semester preceding the election and who will hold junior, senior, or graduate standing at the time the term of office will begin shall be eligible for election.

Section 4. Faculty members of the College Council shall be elected by the faculty for three year terms. No faculty member will be eligible for immediate re-election at the completion of one full term; however, he may again be eligible after one year. For purposes of this section, a period of service from 18 months to 3 years shall be considered a full term.

Section 5. The student members of the College Council shall be elected by the undergraduate and graduate majors of their department for one-year terms. Student members shall be eligible for election to a second consecutive term. For purposes of this section, a period of service of from 4 months to one year shall be considered a term.

Section 6. A College Council member unable to serve on the College Council for 3 months or less may appoint a proxy to fill his vacancy. A College Council member unable to serve on the College Council for at least one semester during the regular academic year shall be replaced by a new College Council member. The replacement shall be made through a special election; a special election shall be held only during the regular academic year. The new member shall complete the term of the College Council member he replaces. Both proxies and replacements shall have the same rights, duties, and obligations of any College Council member elected at a regular election and shall be subject to the same

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limitations as expressed in these By-Laws. The College Council shall determine when a vacancy occurs and whether a proxy or a replacement is appropriate.

Section 7. In all cases not inconsistent with these By-Laws, the College Council shall determine the eligibility of any member of the faculty and any student to serve on the College Council or to vote in all special and regular elections within the College.

#### ARTICLE IV. ELECTIONS

Section 1. The College Council shall appoint an Elections Committee comprised of an equal number of faculty and students to supervise the nomination and election of members of the College Council. This Committee shall prepare rules for the conduct of nominations and elections consistent with these By-Laws. Before such rules take effect, the Committee shall submit them to the College Council for approval.

Section 2. Full-time faculty members who have the rank of instructor or higher and lecturers on full-time appointments, with the exception of persons who are on leave or disability, and undergraduate and graduate students in each department who have been majors one full semester prior to the election are eligible to vote in the elections of College Council members. Prior to each election, the office of the Dean of the College of Fine Arts shall provide the Elections Committee with a list of eligible faculty voters, and the office of each department shall provide the Elections Committee with a list of eligible student voters. The Committee shall make copies of these lists available to all faculty members and students of the College of Fine Arts.

Section 3. The voting members of the faculty of a department shall nominate candidates for departmental representatives to the College Council. The method of nominating and electing student representatives from each department shall be determined by the Election Committee in consultation with the students of each department; the method shall be voted upon by the undergraduate and graduate majors enrolled in the department; and the method of nominating and electing may vary between departments.

Section 4. In addition to the foregoing, candidates may be nominated by petition. Each petition shall carry the signatures of at least twenty-five percent of the appropriate electorate.

Section 5. The Elections Committee shall conduct the nominations, run-off, and election procedures for regular elections of the faculty members and two student members between April 20th and May 5th and of the third student member between December 1st and 15th.

Section 6. Within twenty-four hours after balloting, the Elections Committee shall announce to the College faculty and students 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 in accordance with procedures specified in Article III, Section 6.

Section 8. Candidates elected in the regular election between April 20th and May 5th shall begin their terms at the first meeting of the College Council in September following the election. Candidates elected in the regular election between December 1st and 15th shall begin their terms at the first meeting of the College Council in the Spring Semester following the election. Those elected in special elections shall begin their terms at the next regular meeting of the College Council following the election.

Section 9. The first election of the College Council shall be held after final approval of these By-Laws by the University Council, except that the election shall be held no earlier than the beginning of the first semester in September, 1969. The Acting College Council will supervise the first election. One-third of the faculty members elected at this first election to the College Council shall serve for one, two or three-year terms respectively. Until the University Council approves the By-Laws and the first election is held, the present Acting College Council will act as the interim College Council.

#### ARTICLE V. OFFICERS

Section 1. At the first regular meeting in September, the College 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. The secretary of the College Council shall be a faculty member and shall serve, also, as secretary of the College faculty.

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

#### ARTICLE VI. MEETINGS

Section 1. The College Council shall hold regular meetings at least once each month during the academic year.

Section 2. Special meetings may be called by the Chairman, or in his absence by the Vice-Chairman, or by the Dean of the College, and must be called upon the written request of at least one-third of the College Council. The Dean of the College shall call a special meeting upon petition of 25% of the College faculty or 25% of the College students, or 25% of the College faculty and College students combined, said meeting to deal with the subjects of the petition.

Section 3. The agenda for regular and special meetings shall be published at least 3 days before each meeting.

Section 4. Two-thirds of the membership of the College Council shall constitute a quorum.

Section 5. Minutes of College Council meetings must be mailed to all members of the College faculty within ten days of each meeting and be made available to the students in all departmental offices. At least one permanent file of minutes shall be kept in the office of the Dean of the College.

Section 6. Faculty members and students may attend all meetings of the College Council except the executive sessions, but may participate in the discussion only with the consent of the Chairman of the College Council.

Section 7. Faculty members and students desiring to bring specific matters to the attention of the College Council shall communicate them in writing to any member of the Executive Committee five or more days before the meeting at which they wish matters considered. This time limit may be waived by a two-thirds vote of the College Council.

Section 8. The parliamentary authority for use in College Council meetings shall be Robert's Rules of Order, Revised.

#### ARTICLE VII. POWERS AND DUTIES

Section 1. The College Council shall serve as the agency through which the faculty and students of the College shall participate in determining College policy, and shall establish necessary procedures not otherwise enumerated in these By-Laws to be used in such participation.

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Section 2. The elected faculty members of the College Council and the Dean of the College shall serve, in executive session, as the College APT Committee. The Dean of the College shall serve as Chairman.

Section 3. In addition to the appointment of the Elections Committee and the College Curriculum Committee, the College Council shall create such standing and special committees, comprised of faculty and/or students, as are necessary to enable the faculty and students of the College to participate in the development of basic policies of the College. The College Council shall determine the method of appointment, powers, duties, and composition of each College committee which it creates. Any faculty member or any student of the College is eligible to serve on such committees. The College Council shall not normally consider a matter which is usually the responsibility of a committee until the committee has reported on the matter to the College Council. No provision of this section shall be construed to preclude the Dean of the College from creating committees, assigning them such duties and powers as he desires, and appointing faculty members and/or students to serve on them.

Section 4. Before any committee, council, administrative group, or 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 College, the policy must be submitted to and approved by the College Council in accordance with these By-Laws.

Section 5. The College Council may call regular or special meetings of the College faculty and/or students or of any part thereof. For meetings which it calls, the College Council shall establish the rules and 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 and students in accordance with the procedures established in this article. The decision of the faculty and students in a referendum election shall be final, except as provided in Section 3.

Section 2. The College faculty or College students may request a referendum vote on any College Council decision or action by submitting to the Executive Committee a petition signed by at least 25 percent of the voting members of the faculty or students or faculty and students combined. 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 received the petition.

Section 3. The Dean of the College may request in writing to the Executive Committee a referendum vote on any Council action or decision. The Elections Committee shall conduct an election on the question within one month of the day the Executive Committee received the request. If the faculty and/or students, voting in the manner prescribed in Sections 5 and 6 below, support the Dean, the Council decision or action shall be declared invalid. If the faculty and/or students support the Council and the Dean of the College still does not concur, he or the College Council may present the matter to the Dean of the Faculty.

Section 4. The College Council may refer to a vote of the faculty and/or students of the College any matter pending before it or any decision or action.

Section 5. When a College Council decision or action, or an amendment to these By-Laws, is referred to the College faculty and/or students, the voting shall be by secret ballot in an election conducted by the Elections Committee. Prior to any referendum election, the College Council shall provide the faculty and/

or students 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) College student meetings, (d) department student meetings, (e) other groupings of the College faculty and/or students.

Section 6. A two-thirds majority of the votes cast in a referendum election shall be required to reverse the decision or action of the College 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 College Council at its next regular meeting. If the proposal is accompanied by a petition bearing the signatures of at least 25 percent of the voting members of the College faculty or College students or College faculty and students combined, or if the College Council agrees, the proposal shall be distributed to the faculty and students through the minutes of the College Council and voted on by the faculty and students 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.

#### ARTICLE X. BY-LAWS REVIEW

A review committee appointed by the Executive Committee on the College Council shall be established at the end of one year and every three years thereafter to review the substance of these By-Laws and report to the College faculty and students. The review committee shall consist of one faculty member and one student member from the College Council, one faculty and one student member from each department, and the Dean of the College, who shall serve as chairman.

ILLINOIS STATE UNIVERSITY CALENDAR, 1970-71

First Semester, 1970-71

Monday, September 14 Registration for late afternoon, evening and Saturday classes  
Monday, September 14 - Thursday, September 17 - Registration  
Friday, September 18 Classes begin  
Saturday, September 26 Last day for late registration and course changes  
Monday, September 28 Last day for refunds  
Saturday, October 31 Homecoming  
Wednesday, November 25 Thanksgiving vacation begins, 11 a. m.  
Monday, November 30 Classes resume  
Friday, December 18 Last day to withdraw from classes  
Friday, December 18 Christmas vacation begins after scheduled classes

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Monday, January 4 Classes resume  
Wednesday, January 20 Reading Day  
Thursday, January 21 - Wednesday, January 27 - Final examinations  
Wednesday, January 27 Last day to file theses in Milner Library for graduate degrees to be awarded at end of first semester  
Saturday, January 30 First Semester ends

Second Semester, 1970-71

Monday, February 1 Registration for late afternoon, evening, and Saturday classes  
Monday, February 1 - Thursday, February 4 - Registration  
Friday, February 5 Classes begin  
Saturday, February 13 Last day for late registration and course changes  
Monday, February 15 Last day for refunds  
Friday, April 2 Spring vacation begins after scheduled classes  
Tuesday, April 13 Classes resume  
Friday, May 14 Last day to withdraw from classes  
Monday, May 31 Memorial Day holiday  
Wednesday, June 2 Reading Day  
Thursday, June 3 - Wednesday, June 9 - Final examinations  
Wednesday, June 9 Last day to file theses in Milner Library for graduate degrees to be awarded on June 12  
Saturday, June 12 One-hundred-twelfth Annual Commencement  
Saturday, June 12 Second Semester ends

Summer Session, 1971

Monday, June 21 Registration  
Tuesday, June 22 Classes begin  
Friday, June 25 Last day for late registration and course changes  
Monday, June 28 Last day for refunds  
Monday, July 5 Independence Day holiday  
Friday, July 30 Last day to withdraw from classes  
Tuesday, August 10 Last day to file theses in Milner Library for graduate degrees to be awarded at close of summer session.  
Thursday, August 12 - Friday, August 13 - Final examinations  
Friday, August 13 Eight-week session ends  
Monday, August 16 Post Session Begins  
Friday, September 3 Post Session Ends