

INDIANA STATE UNIVERSITY
EVANSVILLE CAMPUS

INTER-DEPARTMENTAL MEMORANDUM

TO: All Faculty

FROM: W. J. Kirsch, Chairman, Faculty Council

SUBJECT: Faculty Council Meeting: Thursday, September 12, 1974 at 6:00 P.M.
in the Rare Books Room

DATE: September 6, 1974

All interested faculty are invited to attend.

AGENDA

1. Minutes of August 30, 1974 Faculty Council meeting
2. Nominations for the Athletic Board
3. Nominations for the University Center Coordinating Committee
4. Proposed amendment to the Faculty Constitution By-laws~~laws~~
5. Discussion: Draft of revised Faculty Constitution and By-laws
6. Dr. Eichman's memorandum relating to the disposition of the Faculty Council Document on Faculty Appointment, Academic Freedom, and Tenure (distributed to all faculty on Dec. 19, 1973).
7. New Business

Note to Faculty Council members: Discussion of the report of the Computer Utilization Committee will be deferred until our next meeting.

~~Dr. Bertram~~

SESSION 2
MINUTES OF THE 1974-1975
FACULTY COUNCIL MEETINGS

Time: September 12, 1974, at 6:00 P.M., Rare Books Room

Members Present: William J. Kirsch, Chairman; Professors Arp, Barnes, Dunn, Eichman, Scavone and Venatta

Ex-Officio Present: President Rice

Others Present: Professors Kent, Pasko, William Allen, and William Sands

The Chairman called the meeting to order at 6:07 P.M. Dr. Kirsch acknowledged receipt of a memorandum from Dr. Bertram, Acting Chairman of the Division of Education, stating that Dr. Venatta had been elected by a vote of 6-3 to fill the unexpired term of Dr. Kinzie as the Division of Education's Representative on the Faculty Council.

Dr. Kirsch stated that notices of the composition of Faculty Standing Committees for 1974-75 have gone out to all committee members and urged each committee to meet as soon as possible. Dr. Kirsch called attention to the new heading on the Faculty Council Minutes, "Session 1". Each meeting of the Council from now on will be numbered consecutively so that minutes can be identified with less effort and confusion.

1. Minutes of the August 30th meeting

The minutes of the August 30th meeting of the Faculty Council were approved with minor corrections and additions as indicated by members of the Faculty Council.

2. Nominations for the Athletic Board

Dr. Kirsch called for nominations from the Faculty Council members for the Athletic Board to fill one regular and two alternate vacancies. The following were selected for these positions:

Jane Davis
David Kinsey
Larry Arp

President Rice will designate which of the vacancies each of the three nominees is to fill.

Approved 10/10/74

3. Nominations for the University Center Coordinating Committee

The Chairman announced that he had received a copy of a memorandum from Vice President Bennett stating that he had appointed Jackson Marr to the University Center Coordinating Committee as a faculty representative.

4. Proposed Amendment to the Faculty Constitution By-laws

It was moved and seconded that the amendment to the By-laws of the Faculty Constitution distributed to Faculty Council at the August 30, 1974 Council meeting be adopted. The Council noted that such an amendment requires a 2/3 majority of the Faculty Council for adoption. After some discussion, including whether the amendment to the By-laws required further action by the administration, an issue on which Council members cited Article VI of the By-laws (ISUE Handbook, pp. 2-5), the amendment was adopted by a vote of 6-0, with one abstention. The amendment adopted read as follows:

"In Article V, Section 10-B of the By-laws as distributed to the Faculty on April 11, 1974, strike that part of the sentence which reads: "as outlined by and (sic) the procedures in Sections 3 and 6 of the Faculty Council Statement* on Faculty Appointment and Tenure."

As amended, Article V, Section 10-B of the By-laws will read:

"B. To insure a fair, effective, and expeditious investigation."

5. Discussion: Draft copy of Faculty Constitution and By-laws

This document was revised to show recent amendments and their dates of adoption. The Chairman opened the floor to discussion. Dr. Eichman read a prepared statement. Several additions and corrections in the draft copy were made by members of the Faculty Council as follows:

Article III - Section 1. Membership (Page 2-1R) - Sixth line - change "serve" to "will be a voting member".

Section 3B. - At Large Representatives (Page 2-2R) - Fourth paragraph - 3rd line - change "nominees" to "nominee" and "receive" to "receives".

Article V - Section 8 of the By-laws of the Faculty Constitution - The Promotions Committee (Page 2-5R) The first line should read as follows: "The Committee is composed of one faculty representative from each Academic Division."

Section 10. The Faculty Hearing Committee (Page 2-5A) - The second and third sentences in the first paragraph should be reversed to read: "The Committee is composed of one faculty representative from each Academic

Division. One alternate from each Academic Division shall also be chosen. All faculty representatives and alternates shall be chosen from among the tenured faculty."

6. Dr. Eichman's memorandum relating to the disposition of the Faculty Council Document on Faculty Appointment, Academic Freedom, and Tenure (distributed to all faculty on Dec. 19, 1973).

Dr. Kirsch said he understood the question is what to do with the document which was approved by last year's Faculty Council, but did not receive the approval of President Rice and was not submitted to the Board of Trustees. Several alternatives were discussed. Dr. Barnes called upon the Chairman to appoint a Committee to check into the present disposition of the document. Dr. Scavone stated that he and the other new members of the Faculty Council would like to opportunity to acquaint themselves with the document and its status at the present time.

Dr. Kirsch requested permission from the Council to appoint a Committee to investigate this matter. He suggested that Dr. Bigham, the Chairman of the 1973-74 Faculty Council, should be a member of this Committee as he was directly involved in the development of the document. The members agreed to this and the following Committee was designated to evaluate the statement on Faculty Appointment, Academic Freedom, and Tenure and to meet with President Rice to attempt to work out a statement acceptable to both faculty and administration. The Chairman noted that if the Committee failed in its efforts to reach an acceptable compromise, the Faculty Council might then wish to consider alternative courses of action, outlined in Professor Eichman's memo, which would place the Faculty Council recommendations on Appointment, Academic Freedom, and Tenure before the Indiana State University Board of Trustees.

Committee:

Dr. Kirsch
Dr. Dunn
Dr. Scavone
Dr. Bigham, Ex-Officio

It was suggested that Dr. Bigham be asked to submit a written report to the Faculty Council concerning the development of the statement on Faculty Appointment, Academic Freedom, and Tenure and the results of the meeting with President Rice on the matter. The Chairman indicated he would relay the request to Dr. Bigham.

The Chairman called attention to a note at the bottom of the Agenda which deferred the Report of the Computer Utilization Committee to the September 27th Faculty Council meeting.

Approved 10/10/74

7. New Business

Dr. Kirsch distributed to Council members several memoranda submitted by Dr. Eichman for consideration by the Faculty Council.

1. Memoranda of June 19, 1974, and August 30, 1974, relating to the Faculty Grievance Committee's recommendation that Dr. Eichman receive a formal hearing before the Faculty Hearing Committee on the nonrenewal of his probationary appointment.

2. Memorandum of September 5, 1974, concerning Faculty Council's request of January 17, 1974, for Access to Indiana State University Board of Trustees' Minutes on the Evansville Campus.

At this point, Dr. Kirsch asked President Rice to report on any items he had. President Rice reported briefly on the following items.

The Advisory Committee for the Battelle Study of alternatives for collaboration between Indiana State University Evansville and the University of Evansville, is convening and needs about 25 persons from U of E and 25 persons from ISUE, to serve individually and as a committee, to discuss three basic questions.

1. What kind of cooperative activities are possible?
2. What are the pros and cons of various forms of cooperation?
3. What are the possibilities of two or three models for merger that are being prepared?

Plans are now to have the report ready by December 1st and back to the campus.

Dr. Rice stated that the Commission for Higher Education will start approving programs that have been on their Agenda for nearly two years. These should begin the first week in October. The Revised Master Plan is due the first week of November. In response to a question from Dr. Pasko, President Rice indicated that the North Central Report is being bound and will shortly be available in the President's office for faculty perusal.

President Rice reported that the enrollment pattern seems to be holding at this time. The present enrollment stands at 2680. No breakdown is available at this time.

8. Adjournment

The meeting adjourned at 7:27 P.M., to meet next on Friday, September 27th at 2:00 P.M.



Janet R. Venatta, Secretary

JRV:alc

Approved 10/10/74

UNIVERSITY HANDBOOK

SECTION II

FACULTY ORGANIZATION

The Constitution of the Faculty of Indiana State University, Evansville Campus, was ratified by the Faculty initially on January 7, 1969, and in its present, revised form on April 10, 1969. It was prepared by the Faculty Council of the Evansville Campus in consultation with the Evansville Campus Divisional Chairmen, the President (then Dean) of the Evansville Campus, and the President of Indiana State University. It was approved by the Board of Trustees on May 14, 1969.

THE CONSTITUTION OF THE FACULTY

OF

INDIANA STATE UNIVERSITY, EVANSVILLE CAMPUS

ARTICLE I- MEMBERSHIP AND ORGANIZATION OF THE FACULTY

Section 1. Definition of Faculty. All members of the instructional staff and the administrative officers and professional librarians will constitute the Faculty of Indiana State University, Evansville Campus.

Section 2. Voting Members. All members of the Faculty holding academic rank except those on temporary or part time assignments will constitute the Voting Members of the Faculty.

Section 3. Associate Members. All members of the Faculty not included in Section 2 above will be Associate Members of the Faculty with all membership privileges except that of voting.

Section 4. Faculty Council. The representative body of the Faculty shall be the Faculty Council of the Indiana State University, Evansville Campus.

ARTICLE II - AUTHORITY AND FUNCTIONS OF THE FACULTY

Section 1. Meetings.

A. Regular Meeting. The Faculty Council will call a regular meeting of the Faculty each April to give its annual report and to receive nominations for representatives and alternates to the Faculty Council.¹

B. Special Meetings. Special Faculty meetings may be called by the President of the University, the President of the Evansville Campus, the Faculty Council, or by the Chairman of the Faculty Council on petition of one-half of the Voting Members of the Faculty.

Section 2. Legislative Authority. The Faculty, acting through the Faculty Council, shall have the legislative authority to develop and propose policies governing:

- A. The curriculum and the requirements for academic degrees.
- B. Academic standards.
- C. Development of the library.
- D. Student conduct and discipline in collaboration with student representatives.

- E. Faculty welfare, conduct and discipline.
- F. Faculty tenure and promotions.

Such proposed policies shall be recommended to the Administration and the Board of Trustees for approval and implementation.

Section 3. Resolution Authority. The Faculty may express by formal resolution its opinion on any question relating to the administration of Indiana State University, Evansville Campus, as prescribed in Article II of the By-Laws.

Section 4. Review and Interpretation Authority. The Faculty shall have the authority to review and to interpret policies on the matters enumerated in Article II, Section 2 of this Constitution, as prescribed in Article III of the By-laws.

Section 5. Veto Authority. The Faculty shall have the power to veto any action of the Faculty Council in accordance with the following procedures:

- A. A special Faculty meeting will be called in a manner provided in Article II, Section 1 of this Constitution. The action of the Faculty Council in question will be discussed at this special meeting. Any member of the faculty or guests will have the right to speak for or against the action.
- B. Within two weeks after the special Faculty meeting, the Chairman of the Faculty Council will prepare a ballot which he will distribute to each Voting Member of the Faculty for voting purposes. The ballot will provide a vote "for the exercise of Faculty veto" and "against the exercise of Faculty veto".
- C. Ballots will be returned to the Chairman of the Faculty Council within one week of the date on which they were distributed to the Voting Members of the Faculty.
- D. A Faculty veto will take effect if a majority of the Voting Membership of the Faculty votes for the exercise of Faculty veto.

ARTICLE III - ORGANIZATION OF THE FACULTY COUNCIL

Section 1. Membership. Each academic division will be represented by one member, the elected representative or the alternate. Two members and their alternates will be elected from the Faculty at large. In the absence of the representative, the elected alternate will be a voting member. Ex-Officio, non-voting members will include the President of the Evansville Campus and any other persons so designated by him.

Section 2. Term of Membership. Not less than three of the elected members of the Faculty Council will be chosen by the Faculty each year for two-year terms.

No member who has served a two-year term of office will be eligible for re-election until one academic year has elapsed.

Terms of elected members will begin the first day of the fall semester.

Amendment proposed by Faculty Council March 7, 1974, approved by faculty vote April 4, 1974, recommended for approval and approved by Board of Trustees May 14, 1974.

Section 3. Formula for Representation. The elected members of the Faculty Council will be chosen as follows:

- A. **Divisional Representatives.** Before the regular Spring Faculty Meeting, the Division Chairmen of the divisions with forthcoming vacancies on the Faculty Council will conduct an election to fill the vacancies of representatives and their alternates, and will report the result of the election at the Spring Faculty Meeting.
If a seat filled by a Divisional Representative becomes vacant during the regular academic year, the Division Alternate will fill the seat.¹

The alternate shall serve out the unexpired term of the person whom he is replacing. He shall then be eligible for election to a regular two-year term.

- B. **At Large Representatives.** At the Spring Faculty Meeting the Chairman of the Faculty Council will call for nominations to fill the forthcoming vacancies for the Faculty at Large representative and alternate to the Faculty Council.¹

The Chairman of the Faculty Council will prepare ballots of those nominated and distribute them to the Voting Members of the Faculty.

Each Voting Member will be entitled to one vote for each vacancy to be filled.

The ballots will be returned within one week to the place designated by the Faculty Council. The nominee who receives the highest number of votes will be elected representative. The runner-up will be elected alternate.¹ If two or more candidates are tied, the tie will be broken by the tied candidates drawing lots.

A memorandum will be distributed by the Chairman of the Faculty Council to each of the Faculty members stating the names of those elected.

If a seat filled by an At Large Representative becomes vacant, the seat will be filled by the alternate until the Spring election.

The alternate will serve the unexpired term if one exists.¹ He will then be eligible for election to a regular two-year term.

Section 4. Officers. The Faculty Council will select its own officers and they will be a Chairman, a Vice-Chairman and a Secretary. Only the elected members of the Council will be eligible to hold office.

The Chairman of the Council will be elected in the Spring by the existing Faculty Council. He will take office at the first meeting of the Fall semester. All other officers of the Faculty Council will be elected at the first meeting of the Council in the Fall semester. They will take office immediately.

ARTICLE IV - MEETINGS OF THE FACULTY COUNCIL

Section 1. Regular Meetings. The Faculty Council shall hold a regularly-scheduled meeting at least once each month during the regular academic year.

Section 2. Special Meetings. The Faculty Council may be called into special session by its Chairman. Such sessions are especially appropriate during the summer months.

Section 3. Faculty Attendance. Any Faculty member may attend any regular or special session of the Faculty Council, and may participate in its deliberations. However, only elected members of the Faculty Council shall be eligible to propose motions or to vote.

ARTICLE V - AUTHORITY AND FUNCTIONS OF THE FACULTY COUNCIL

Section 1. Authority of the Faculty Council. All matters appropriate for Faculty action may be submitted to the Faculty Council. Proposals for consideration by the Faculty Council may be presented by any Faculty member. Such proposals must be in writing and must be delivered to the Secretary or Chairman of the Council at least one week before a meeting of the Council.

The Council may act, or it may refer matters to a Faculty Committee. Legislative action by the Council will constitute Faculty action when concurred in by a majority of the voting membership of the Council.

Section 2. Functions of the Faculty Council. The Faculty Council shall:

- A. Prepare revisions of the By-laws.
- B. Supervise and be responsible for Faculty elections.
- C. Create Faculty Committees. Appoint the members and define the responsibilities and authority of such Committees.
- D. Fill, for the unexpired term, vacancies which occur in any Faculty Committee.
- E. Serve as a board of appeals for Faculty Committee actions that are unsatisfactory to those affected by the actions.
- F. Serve as a channel of communication in matters of Faculty between the academic Faculty and the Administration.
- G. Serve as the representative agency of the academic Faculty in matters of Faculty affairs.
- H. Participate in the formulation of basic policies pertaining to Faculty welfare.
- I. Participate in the formulation of basic policies governing campus building and development.
- J. Assist in any endeavor to improve the functions of the University and assist in planning for the future development of the University upon the request of the President.

¹ Amendment proposed by Faculty Council March 4, 1974, amendment approved by faculty vote April 4, 1974 recommended for approval and approved by Board of Trustees, April 20, 1974.

ARTICLE VI - ORGANIZATION AND RESPONSIBILITY OF FACULTY COMMITTEES

Section 1. Establishment of Faculty Committees.

Upon the presentation by a Faculty Council member of a list of functions for a proposed Committee, the Faculty Council will decide whether there is sufficient justification for its creation, and, if so, will establish the Committee.

Section 2. Membership of Faculty Committees.

The membership of Faculty Committees will be determined by the Faculty Council, as prescribed in Article IV of the By-laws.

Section 3. Responsibility of Faculty Committees.

All Faculty Committees are responsible to the Faculty through the Faculty Council. Faculty Committees will file copies of the minutes of their meetings with the Secretary of the Faculty Council.

All policies proposed by the Faculty Committees will be submitted to the Faculty Council for consideration. In receiving recommendations or proposals from Committees, the Faculty Council will either:

- A. Accept the proposal or recommendation without alteration.
- B. Accept the proposal or recommendation with alteration. In such cases, the alterations will be communicated to the submitting Committee.
- C. Refer the proposal or recommendation back to the submitting Committee with a recommendation for further study.
- D. Reject the proposal or recommendation with a statement of reasons.

BY-LAWS OF THE FACULTY CONSTITUTION

ARTICLE I - FACULTY MEETINGS

Section 1. Notice of Meetings. Faculty meetings will be announced at least one week in advance except in cases of emergency when the President of the University or the President of the Evansville Campus may call meetings on shorter notice. In any case, the specific purpose or purposes of the meeting will be expressed in written form to the Faculty at the time the meeting is announced.

Section 2. Quorum. Sixty percent of the Voting Members of the Faculty will constitute a quorum.

ARTICLE II - MAKING RESOLUTIONS

Section 1. Procedure for Making Resolutions. The procedure for making resolutions will be as follows:

- A. A written draft of a resolution, signed by twenty percent of the Voting Members of the Faculty, will be submitted to the Faculty Council.
- B. The resolution may be brought before the general Faculty for vote.

Proposals accepted by the Faculty Council will be submitted in accordance with ARTICLE II, Section 2 of this Constitution.

ARTICLE VII - AMENDMENTS

Section 1. Initiation of Amendment. An amendment to this Constitution may be proposed at any regular meeting of the Faculty Council by a two-thirds vote of its elected membership, provided a copy of the proposed amendment has been distributed to each member of the Faculty Council and provided it has been presented at the immediately preceding regular meeting.

Section 2. Faculty Notification of Amendment. Any amendment proposed by the Faculty Council shall be submitted to a vote of the Faculty. Each Faculty member shall be notified at least two weeks in advance of such a vote and at the same advance date be furnished with a copy of the proposed amendment.

Section 3. Ratification of Amendment. An amendment to this Constitution shall become effective upon approval by a majority of the Voting Membership of the Faculty and by the Board of Trustees of Indiana State University.

ARTICLE VIII - RATIFICATION OF THE FACULTY CONSTITUTION AND BY-LAWS

Section 1. Initiation of Ratification. This Constitution and By-laws, after approval by a majority of the elected membership of the Faculty Council, shall be submitted to the Faculty at a regular or special election. The Faculty Council shall provide each member of the Faculty with a copy of this Constitution and by-laws at least ten days before the election.

Section 2. Ratification. This Constitution and By-laws shall be considered ratified upon approval by a majority of the members of the Faculty and by the Board of Trustees of Indiana State University.

- C. A resolution will pass the general Faculty and will be included in the minutes of the meeting following its approval by a simple majority of the Voting Members present.

ARTICLE III - REVIEW AND INTERPRETATION AUTHORITY

Section 1. Exercise of the Powers of Review and Interpretation. The power of review and interpretation will be exercised by the Faculty Committees and, as a board of appeal, by the Faculty Council. Each Committee will exercise the power of review and interpretation in the area for which it is responsible.

Section 2. Procedure for Appeal. Any administrative official may at his discretion bring to the appropriate Committee any case involving interpretation and application of Committee action.

Any aggrieved student, group of students, faculty member, or group of faculty members may file a written request with the appropriate Committee for a hearing.

The Committee will consider the request and may grant a hearing to the party or parties concerned.

If the Committee grants a hearing, it will file a report of the committee action with the Secretary of the Faculty Council, and the aggrieved party or parties will be informed of the recommendation.

Section 3. Appeal to the Faculty Council. Within two weeks after the decision of a Committee is filed, the aggrieved party or parties, if dissatisfied with the decision of the Committee, may file an appeal in writing to the Faculty Council. The Faculty Council will review the committee proceedings and may take action on the appeal.

If action is taken on the appeal, the Faculty Council will reach a decision by majority vote. A written report of the action will be filed with the President of the Evansville Campus and with the Committee from which the appeal was taken. The aggrieved party or parties will be informed of the decision.

Section 4. Procedure in Academic Freedom and in Tenure Cases. The Faculty Council will have jurisdiction in grievance cases involving academic freedom or tenure.

On written appeal to the Faculty Council, the Faculty Council may fix a date for a hearing, permit all parties involved the right of counsel and the privileges of cross-examination, and upon the evidence presented, make a written report to the President of the Evansville Campus and to the aggrieved member of the Faculty. A copy of the report will also be filed with the Secretary of the Faculty Council.

ARTICLE IV - MEMBERSHIP OF FACULTY COMMITTEES

Section 1. Procedure for Selecting Members of Faculty Committees. The procedure for selecting members of Faculty Committees will be as follows:

- A. The Faculty Council will appoint a Faculty member to serve as the Chairman of each Committee. The Faculty Council will nominate candidates for the Committee and they will be interviewed by the Faculty Council or a member of the Faculty Council. Following the completion of the interviews, the Faculty Council will elect the members of the Committee.
- B. The President of the Evansville Campus may appoint ex-officio, non-voting members to each committee.
- C. The Faculty Council will appoint members to the Standing Committees during the first four weeks of each academic year. Upon confirmation of the Committee membership by the Council, the Secretary of the Faculty Council will inform in writing each committee member of his appointment.
- D. In addition to the Standing Committees, as provided for in Article V of the By-laws, the Faculty Council may appoint Special Committees or Ad Hoc Committees as the need arises. They will be directly responsible to the Faculty Council for their actions.

E. Faculty Committees may appoint subcommittees if the need arises. Subcommittees will be directly responsible to the Committees which appoint them.

F. Each Committee will elect its own Secretary from among its voting Members.

ARTICLE V - STANDING COMMITTEES

Section 1. The Curricular Committee. The Committee is composed of one faculty representative from each of the Academic Divisions. Ex-officio members may be appointed by the President of the Campus. Functions of the Committee are:

- A. To study and evaluate the curricula needs of the Evansville Campus.
- B. To suggest and review new programs and revisions of old ones.
- C. To recommend requirements for the bachelor's degrees.
- D. To recommend basic requirements for the general education program.
- E. To review and approve all courses, majors, (1) minors, and programs to be included in the curriculum.
- F. To resolve conflicts of course offerings in different departments.
- G. To review the recommendations of the Teacher Education Committee.

Section 2. The Teacher Education Committee. The Committee reports directly to the Curricula Committee. It is composed of one Faculty member from each of the Academic Divisions.

(2)
Ex-officio members may be appointed by the President of the Campus. The purposes of the Committee are:

- A. To coordinate the planning of teacher education curricula.
- B. To develop and recommend policies which govern admission of students to teacher education curricula.
- C. To develop and recommend a system which facilitates the identification of all students preparing to teach.
- D. To study and evaluate the institution's program for educating teachers in its entirety and to stimulate improvement in the program.
- E. To facilitate intercommunication within the institution on all matters relating to the education of teachers.
- F. To stimulate research and study of the education of teachers and to encourage experimentation in the preparation of teachers.
- G. To serve as a major agency for bringing the institution into a close, effective working relationship with the schools and local units of professional organizations in its service area.

Section 3. The Library Committee. The Library Committee is composed of one representative from each of the academic areas. The Director of Libraries shall be an ex-officio member of the committee. Other ex-officio members may be appointed by the President. Functions of the Committee are:

- A. To approve allocations of funds for acquisition of library holdings.
- B. To act as the liaison agency between Library, faculty, and the University Administration.
- C. To recommend policies regarding the operation of the library.
- D. To advise the Administration relative to proposed library budgets.

Section 4. The Student Affairs Committee. The Committee is composed of four faculty members appointed by the Faculty Council and four student members appointed by the Student Government Association. The President may appoint ex-officio members to the committee. Functions of the committee are:

- A. To recommend policies and procedures for scholarships.
- B. To review and recommend candidates for scholarships.
- C. To recommend policies and procedures for probation, retention, and readmission cases.
- D. To recommend policies and procedures for student government, student activities, and student affairs.
- E. To recommend policies and procedures for student conduct and behavior.

Section 5. The Student Publication Committee. The Committee is composed of three Faculty members appointed by the Faculty Council and three student members appointed by the Student Government organization. The President may appoint ex-officio members to the Committee. Functions of the Committee are:

- A. To recommend student publications.
- B. To establish editorial policies.
- C. To assure that the publications are perpetuated from year to year by receiving applications for and appointing members to editorial and staff positions.
- D. To act as an advisory body to the publications staffs and their faculty sponsors or sponsors.

Section 6. The Admissions Appeal Committee. The Committee is composed of three members of the Faculty. The President may appoint ex-officio members. The functions of the Committee are:

- A. To accept applications from students who have failed to be admitted to the Evansville Campus through the ordinary channels.
- B. To accept applications from students who have been dismissed from the Evansville Campus and who have been denied readmission through the ordinary channels.
- C. To make final decisions in such admission and readmission cases.
- D. To notify the students involved and the appropriate administrative office of the committee's decisions.

Section 7. The Economic Benefits Committee. The Committee is composed of one faculty representative from each Academic Division. Functions of the Committee are:

- A. To make a continuing study of the faculty salary, load, and benefit patterns in American universities and to relate this data to the Evansville Campus.
- B. To review faculty salary, load and benefit recommendations and patterns for the previous year on the Evansville Campus and to recommend the ranges of the increments for the next year.

Section 8. The Promotions Committee. The Committee is composed of one faculty representative from each Academic Division. The President, and anyone else appointed by him, shall be ex-officio members of the Committee. Functions of the Committee are:

- A. To acknowledge receipt of the forms recommending his promotion in writing to the individual under consideration and the receipt of his faculty promotion application.
- B. To see pertinent information concerning any applicant's qualifications.
- C. To provide the Faculty Council in writing a list (1) of those it is recommending for promotion before submitting its recommendation to the Vice-President of Academic Affairs.
- D. To make recommendations to the President concerning those to whom promotion should be granted and those to whom promotion should be denied.

Section 9. ¹The Faculty Grievance Committee. The Committee is composed of one faculty representative from each Academic Division. All faculty representatives shall be chosen from among the tenured faculty. The President may appoint an ex-officio, non-voting member to the Committee. Functions of the Committee are

- A. To provide informal inquiry into complaints
 - (1) from any non-tenured faculty member whose probationary appointment has not been renewed, to whom tenure has been denied, or whose non-tenured appointment has been terminated before the end of the specified term;

- (2) from any faculty member whose continuous appointment has been terminated; or
- (3) from any faculty member who feels he or she has cause for grievance in any matter not covered by procedures outlined in the Faculty Constitution, By-laws, or approved regulations.

- B. To investigate informally allegations from any faculty member who believes that a major sanction has been incorrectly imposed against him or her or that a minor sanction has been unjustly imposed against him or her.
- C. To recommend to the Faculty Council whether action regarding allegations as stated in subsections A. and B. should be taken.
- D. To recommend to the Faculty Council whether formal hearing should be undertaken.

Article VI - AMENDMENTS

These By-laws can be amended at any regularly scheduled Faculty Council meeting by a two-thirds majority vote of the total Council provided that a written proposal for the amendment has been submitted to the members of the Council at least one week in advance.

(The original By-laws were approved by the Board of Trustees on May 14, 1969. Amendments to the By-laws do not require Board approval. Minor, clarifying changes to Section 1 of Article V of the By-laws were made by the Faculty Council on April 30, 1971, and to Section 3 of the same article on May 14, 1971. All changes are incorporated in the text above.)

Section 10.¹ The Faculty Hearing Committee.

The Committee is composed of one faculty representative from each Academic Division. One alternate from each Academic Division shall also be chosen.² All faculty representatives and alternates shall be chosen from among the tenured faculty. In the event both Divisional Representatives are disqualified, the committee shall choose one member from the remaining list of alternates. The President may appoint an ex-officio, non-voting member. Members deeming themselves disqualified for bias, prejudice, or interest shall be removed from the case, either at the request of a party to the case or on their own initiative. Each party shall have a maximum of two challenges without stated cause. Functions of the Committee are:

- A. To provide a formal hearing
 - (1) for any faculty member whose objections to his or her dismissal have been considered by the Faculty Grievance Committee and, in the judgment of the Grievance Committee and the Faculty Council, found to warrant dismissal proceedings.
 - (2) for any non-tenured faculty member who alleges that a decision not to reappoint him or her was based significantly on considerations violative of (a) academic freedom or (b) governing policies on making appointments without prejudice with respect to race, sex, religion, or national origin, and whose allegations in the judgment of the Faculty Grievance Committee and the Faculty Council, warrant formal proceedings.
- B. To insure a fair,³ effective, and expeditious investigation.
- C. To report its findings to the Faculty Council, which will transmit them to the President.