

SESSION 15  
MINUTES OF THE 1974-75  
FACULTY COUNCIL MEETINGS

Time: April 11, 1975, 2:15 p.m., Rare Books Room.

Members Present: William Kirsch, Chairman; Professors Larry Arp, John Barnes  
John Ferrell, William Sands, Daniel Scavone, Janet Venatta.

Ex-officio Present: Vice President Robert L. Reid.

Others Present: Mr. Sam Blankenship, Dr. Thomas Eichman.

The Chairman called the meeting to order at 2:25 p.m.

1. Minutes of the March 21 and April 4, 1975, meetings.

The minutes of the March 21 and April 4, 1975, meetings were approved as corrected.

2. Recommendations of the Student Publications Committee.

Consideration of the recommendations of the Student Publications Committee was deferred until the April 18, 1975, meeting.

3. Curricular Committee recommendation on proposed procedure for experimental courses.

The Curricular Committee proposal for the establishment of an expeditious procedure through which non-traditional and special courses could be introduced into the curriculum on an experimental basis was considered. The proposed mechanism is for both those courses which would be offered only once and for those courses which would need initial experimentation and development prior to their inclusion as a regular part of the curriculum. After discussion of this document, Dr. Arp moved

that "the Faculty Council approve the proposal for special procedures for experimental and special courses."

The motion was seconded by Mr. Barnes.

Motion carried. (See attached copy.)

4. Reports of Faculty Committees.

A. Annual Report of the Curricular Committee

After discussion of the annual report of the Curricular Committee and explanatory comments by Mr. Blankenship, Chairman of the committee, Dr. Scavone moved that "we (the Faculty Council) accept the report of the Curricular Committee."

Approved 4/18/75

The motion was seconded by Dr. Arp.

Motion carried.

B. Annual Report of the Economic Benefits Committee

After consideration of the report of the Economic Benefits Committee and discussion of the recommendations of that Committee, Mr. Sands moved "that the Faculty Council accept the report of the Economic Benefits Committee."

The motion was seconded by Dr. Venatta.

Motion carried.

Consideration of the reports from the Teacher Education Committee and the Grievance Committee was deferred until the April 18, 1975, meeting.

5. New Business.

- A. The Chairman asked the Faculty Council representatives who are leaving the Council to be sure that their divisions elect replacements.
- B. The Chairman distributed a document representing the work of the Committee on Committees for Faculty Council consideration.

The meeting was adjourned at 4:20 p.m.

Respectfully submitted,



Janet R. Venatta  
Secretary

Approved 4/18/75

## EXPERIMENTAL AND SPECIAL COURSES

The following proposal establishes a mechanism through which nontraditional and special credit courses can be introduced into the curriculum on an experimental basis. These include courses of a topical or contemporary nature, the content of which may have widespread but only short term appeal (for example, courses developed for the Bicentennial). Also included are courses which may require initial experimentation and development prior to inclusion as a regular part of the curriculum.

The Office of Continuing Education will serve as the administrative vehicle for the experimental/special courses. A committee to approve experimental/special courses will be composed of the Vice President for Academic Affairs, the Division Chairman of the division involved, the chairman of the Faculty Curriculum Committee, and the Director of Continuing Education. For interdisciplinary courses, the Division Chairman of any discipline involved in the course will serve on the committee. For courses which logically do not fall under any of the established divisions, the Director of Continuing Education will serve as Division Chairman. Procedural steps to be followed in the approval of an experimental/special course:

- I. The proposal for an experimental/special course is to be presented in the form of a petition to the Division Chairman or chairmen with responsibility for the discipline or disciplines involved in the course. The petition format is the same as the format for introducing new courses as a regular part of the curriculum. It is to include:
  - A. Name of department and division.
  - B. Suggested course number, title, and credit hours.
  - C. Course description.

D. Semester and year when course will first be offered.

E. Instructional resources required to implement course:

1. faculty and staff
2. general texts
3. periodicals
4. references
5. audio-visual

F. Analysis of existing instructional resources and needs.

G. Syllabus.

H. Purpose of the course and justification for inclusion in the curriculum.

In addition, the petition for an experimental/special course is to include a description of how the course will be evaluated and the criteria to be used in determining if the course achieved the objectives set for it.

II. Upon his approval, the Division Chairman will assign a new or unused course number. The course number is to be followed by the letter "X" to signify a special, one-time offering.

III. The Division Chairman will present the petition to the remaining members of the experimental/special course committee for their approval. Approved courses will be announced in ISUE University Notes.

IV. Approval is to be granted only once for a course and is for one term only.

V. After completion of the course and a review of the evaluation results, the committee may recommend inclusion of the course in the formal curriculum. If this recommendation is made, the committee will forward

the petition, all committee documents related to the course, and the results of the evaluation to the appropriate Division Chairman. The Division Chairman will submit the material to the divisional curriculum committee for formal approval according to the normal procedure.

- VI. A division may initiate normal approval procedures prior to completion of the course and evaluation.

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April 18, 1975