

1975

February 11, 1975

Faculty Senate

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EASTERN ILLINOIS UNIVERSITY

FACULTY SENATE

Minutes of February 11, 1975

MEMBERS PRESENT: Buchanan, Connelly, Elder, Goodrich, Hackler, Knott,
MacLaren, Murray, North, Price, Rearden, Weidner, Wiseman

MEMBERS ABSENT: Doughty, Johnson

FACULTY VISITORS: Jon Laible, Floyd Merritt

STUDENT VISITORS: Joe Natale

The meeting was called to order at 1408.

COMMUNICATIONS

1. Reply from President Fite to the Faculty Senate concerning the Senate's request for a revision in the Policy on Personnel Files (see Minutes of January 2, 1975). It was moved by Wiseman, seconded by Buchanan to publish the reply in the Minutes. The motion passed unanimously.
2. Copy of a memo from Joe Dunn, Speaker of the Student Senate, to President Fite with a suggested revision in the library loan policy as it applies to faculty members. This revision suggests a 30-day loan period after which, if the book is not returned, warnings shall be issued to the faculty member. If the book is still not returned, it would be presumed lost and a replacement bill and fine would be assessed. The matter would then be turned over to a collection agency.
3. Copy of President's Fite's response to Dunn's memo (#2 above) noting that Fite believes that faculty would respect a request for return of a book not being used. He also suggested that the Student Senate discuss this matter with the Faculty Senate.
4. Copy of a memo from S.R. Steele to Dean Ringenberg concerning allocation of budget line items.
5. Copy of the EIU Scope and Mission Statement sent to the BOG from the office of the President.
6. Agenda of the BOG meeting, February 13, 1975. Included is the report of the EIU Tenure Study Committee. Copy of the Minutes of the January, 1975 BOG meeting.
7. Memorandum from Vice President Moody with some questions concerning the Senate's view of certain items related to the Work Load Guidelines. This memo will be made available to each Senate member and will be discussed at the next meeting.

REPORTS

1. BHE Advisory Committee---Laible

It was reported that most of the time at the most recent meeting was spent in subcommittee, working on items related to Master Plan, Phase IV. Other items reported by Laible included:

- a. The BHE has moved the MP IV adoption date back to January or February, 1976 (from Fall, 1975).
- b. The BHE had planned to hire an outside consulting firm to investigate the structure of higher education in Illinois. Consideration opposition to this plan has resulted in a new plan which will result in the appointment of a citizens committee to perform the investigation.

2. Committee on Travel Funds---M. Goodrich (Chairman), J. Knott, T. Floyd E. Bryden

The report of this committee was presented to the Senate for consideration. Included in the report were the following items:

- a. The EIU travel budget per faculty member is the lowest of the five BOG schools.
- b. Travel monies (\$3250) are available to certain areas (Residence Halls, Food Service, University Apartments) from the Revenue Bond budget in addition to monies appropriated from the Internal Budget.
- c. "Internal allocations seem to be done in a manner that is generally reasonable and fair."

There was discussion of the report and its recommendations. Further discussion will be scheduled for a subsequent meeting.

3. Nominations Committee---Knott

Election announcements and related materials are at duplicating and will be in the mail to all faculty in a few days. Petitions for the various councils and question relating to issues discussed by these councils will be included. Extra materials may be obtained from Knott. The schedule is as follows:

Petitions to be turned in-----February 28
 Election-----March 13
 Runoff election-----April 10

4. BOG hearing on collection bargaining---MacLaren for the Executive Committee

As directed by the Senate at its last meeting, MacLaren is preparing a written statement to the ad hoc BOG Committee on Collective Bargaining with the positive EIU vote on this issue as a basis for his presentation.

The Senate moved into executive session to discuss personnel matters.

The meeting adjourned at 1611.

The next Faculty Senate meeting is scheduled for February 18, 1975 in the University Union Arcola-Tuscola Room.

Terry M. Weidner
Faculty Senate Secretary

Memorandum

EASTERN ILLINOIS UNIVERSITY

Office of the President

TO Dr. T. Weidner

DATE February 3, 1975

I have given careful consideration to the request of the Faculty Senate in regard to the faculty personnel files. I regret that I cannot approve the revised policy.

I believe that faculty members are adequately protected in their rights by our present policy. As you know, the University Personnel Committee, an elected faculty committee, has access to the files of individual faculty members. If any faculty or staff member has any suspicion that inappropriate materials are in a file, I am sure they would bring this matter to the attention of the UPC.

There is also the matter of confidentiality. Letters of recommendation in the files have been written in almost every instance with the understanding that those letters would remain confidential. Copies of routine communications, such as those dealing with appointment and contracts, are already in the hands of individual faculty members. Also the evaluations of the faculty and staff are available at the departmental level.

Perhaps more important than anything else is the fact that there are no statutory guidelines which govern accessibility to personnel files as is the case with student files.

I should add that I am unaware of problems in regard to faculty files. Finally, this policy would require additional help in the President's Office. We simply are not staffed for this purpose at the present time.


Gilbert C. Fite