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MINUTES OF THE FACULTY COUNCIL
December 18, 1951

INDIANA WAR
HISTORY COMMISSION

Convened: 3:35 P.M.

JAN 25 1952

Presiding: President Wells

INDIANA UNIVERSITY

Absent: Deans Ashton, Bain, Hine, Shoemaker, VanNuys, Witham, and Wright;
Mr. Franklin; Professors Feik, Foust, Franzen, Houk, Kiger, Long,
Rice, and Yellen

Alternates Present: Professor Pratter for Professor Foust, Professor Jung
for Professor Franzen, and Professor Smigel for Professor Yellen

Visitors Present: Dean Dowling

Items of Business

1. Approval of the minutes of the meeting of December 4, 1951
2. Establishing meeting dates for January and February
3. Appointment of a committee to prepare slates for the selection of the Faculty Board of Review and of the Review Committee on Salary and Promotion Policy
4. Appointment of a committee to study the problem of "incompletes"
5. The weather emergency and the vacation schedule
6. Adoption of procedures with regard to the agenda
7. Analysis of enrollment data
8. Proposal for creating a committee to study the general problem of promotion policy

Action of the Council

1. With two slight changes in wording, the minutes of the meeting of December 4, 1951, were approved.
2. The secretary pointed out that the University was not in session on the first Tuesday in January, and also that the first Tuesday in February fell in the interim between semesters. The Agenda Committee had given some thought to this matter and recommended that the January-February meeting dates be established on January 15 and 29, and February 19. The Council agreed to this suggestion.
3. President Wells announced the following nominating committee for the Faculty Board of Review and of the Review Committee on Salary and Promotion Policy:

Professor Lusk
Professor Yellen
Professor Breneman, Chairman

Professor Breneman raised a question concerning the advisability of increasing the number of members for the Review Committee on Salary and Promotion Policy. He pointed out that last year the nominating committee had found it difficult to get representation to fulfill all of the suggested restrictions for this committee's membership. These suggested restrictions are : (1) that the committee shall represent a cross-section of ranks within the faculty, (2) that various divisions shall be represented as far as possible, (3) that there shall be representation from the off-campus part of the University, and (4) that the women members of the faculty shall be represented.

Professor Weatherwax felt that the numbers should not be increased. Professor Mann thought that the committee itself might give consideration to this problem and make subsequent recommendations. No further action was taken by the Council.

4. The following committee has been set up to study the general problem of incomplete grades:

Waggoner	Arts and Sciences
Porter	Business
Richey	Education
Endwright	HPER
Carmony	Adult Education
Daniel	Music
Cleland	Graduate
Wallace	Law

5. President Wells spoke briefly in regard to the fact that weather conditions will make it hazardous for students to get to their homes when vacation starts at 5:20 on Wednesday, December 19. He felt that we should consider immediately a plan which would reduce such hazards to a minimum. Many suggestions were offered by members of the Council. A proposal by Professor Frenz to close classes at 12:20, and make up the remaining Wednesday classes on a Saturday seemed to meet with general approval. Accordingly, this plan, together with other suggestions, was incorporated in a motion by Professor Stoner, seconded by Professor Frenz. The points covered in the motion were as follows:

- (a) Classes to close at 12:20
- (b) Wednesday afternoon classes to be made up on Saturday afternoon, January 5; this to be a no cut afternoon
- (c) Students to be urged to remain overnight before starting out in autos for long trips
- (d) Request for dormitories, fraternities, and sororities to remain open until Thursday
- (e) Students to be encouraged to travel by train, if possible
- (f) Students to be urged to stay off the roads until they are declared safe
- (g) Students to be urged to avoid overcrowding cars and to drive carefully.

The motion was PASSED UNANIMOUSLY.

6. In order that the secretary (who is also chairman of the Agenda Committee) could be free to record the discussion, Professor Braden, a member of the Agenda Committee, presented proposals for action, that had been drawn up by the committee. Professor Braden pointed out that the committee felt sure that this was probably not a perfect plan, but that it might well form the basis of an experimental period, after which revision could be made if necessary. Many suggestions from Council members had been incorporated into the proposed procedures. The plan would enable anyone to present topics for consideration by the Council; it would provide for quick action on emergency items; it would provide for orderly presentation of agenda items, thus minimizing the possibility of inordinately long deferment of action on any item or items; and it would provide Council members the opportunity of having the agenda previous to the meetings in which the various items would be up for discussion.

Professor Braden, seconded by Professor Lusk, then moved THE ADOPTION OF THE PROPOSED PROCEDURES.

(A copy of the proposed procedures is attached at the end of these minutes)

Professor Silverstein wondered if it would be appropriate for a Council member to ask for a change in order of discussion of items. Both Professor Braden and Professor Stoner thought that this could be accomplished; after all, the Council always has control over discussion.

Dean Patty wondered whether the proposals might make it possible for a person of poor judgment to dictate what the Council should consider. Professor Braden felt that the Council itself should be able to spot any such attempt as this and should take immediate action to dispose of the problem by failure to consider the proposal. Dean Patty reconsidered his objection, and at the same time offered the opinion that we could always move to table any proposals which we did not wish to consider.

Professor Weatherwax spoke in favor of the proposed procedures; he felt that a very large proportion of the business of the Council would be expedited by such a plan.

President Wells stated that he would welcome this type of procedure; it would be of great help to him in establishing the order of items to be considered at each meeting. He pointed out the need for careful planning on the part of the Agenda Committee, especially since many of the proposals would require the presence of outsiders at the time they were up for discussion.

The motion was PASSED UNANIMOUSLY.

7. President Wells gave an analysis of enrollment data for the fall semester, the details of which are incorporated in the following table:

INDIANA UNIVERSITY

FULL TIME ENROLLMENT

4th Week of Classes

I	<u>Class</u>	<u>1st Sem. 1950-51</u>	<u>1st Sem. 1951-52</u>
	Freshmen	2702	2575
	Sophomores	2564	1938
	Juniors	2127	1860
	Seniors	2001	1687
	Graduates	2369	2269
	Professional	1494	1423
	TOTAL	<u>13,257</u>	<u>11,752</u>
II	<u>School or Division</u>		
	Junior Division	2848	2712
	Arts and Sciences	2328	1977
	Graduate School	1234	1118
	Law	546	445
	Business	2364	1959
	Music	407	502
	Education	1788	1402
	Medicine	650	682
	Nurses Training	233	210
	Dentistry	298	296
	H.P.E.R.	561	449
	TOTAL	<u>13,257</u>	<u>11,752</u>
III	<u>Sex</u>		
	Men	8961	7761
	Women	<u>4296</u>	<u>3991</u>
	TOTAL	13,257	11,752
IV	<u>New</u>		
	Men	2391	1874
	Women	<u>1472</u>	<u>1379</u>
	TOTAL	3863	3253
V	<u>Veterans</u>	4199	2798
	<u>Part-Time</u>		
	Men	4025	3329
	Women	<u>2795</u>	<u>2497</u>
	TOTAL	6820	5826
	TOTAL CREDIT STUDENTS	<u>19,514</u>	17,578

OUT-OF-STATE STUDENTS

1st Sem. 1951-52

Full-time	2082
Part-time	416

TOTAL	2498

The President pointed out that two aspects of these data appear somewhat unusual: the fact that there has been decreases both in number of women students and in number of graduate students. All other decreasing trends had been anticipated. It was pointed out that one possible factor in the decreased number of women students might be the fact that high school graduating classes hit a new low in enrollment this year. These high school classes are expected to increase rapidly in numbers, especially after another year or so. This will ultimately result in increased college enrollments, but not until the full effect of this year's smaller numbers has been able to run its course.

Dean Weimer suggested that we initiate an intensive recruitment program at the graduate level. There are still many G.I's who have not exhausted their benefits.

8. Professor Mann suggested that the proposal for a committee to study promotion policy be moved up to the head of the list as the first item for consideration at the next Council meeting. Professor Silverstein was in favor of discussing this proposal immediately. He suggested that this problem take precedence over his own proposal for a committee to study the economic status of the faculty, which was the next item on the agenda.

Professor Silverstein then pointed out that the Review Committee on Salary and Promotion Policy of last year had not been satisfied with the way disposition had been made of the case they had reviewed, and had resigned in protest. The Committee had raised certain questions which to date had not been answered. All of this could be ascertained from their final report (a copy of which had been distributed to members of the Council). Dean Briscoe had made it clear that he could not speak for the General Faculty Committee on Promotions regarding the reason why they had not accepted the recommendations of the Review Committee. Professor Silverstein wondered whether the administrative staff could review the whole situation and then send the proper answers to the questions raised by the Review Committee.

Professor Veatch was sympathetic with this proposal. He pointed out that the Council knows very little about the actual details of the case. To clear the matter up, the Review Committee should be given some explanation. Would it be possible for either President Wells or Dean Briscoe to review the whole case? President Wells was of the opinion that the Administrative Staff would be glad to assume such responsibility.

Dean Cleland believed that there was not much to be gained by reopening the case in question. He suggested that all this might be left up to a new

committee, which would be formed to study the general problem of promotions. Professor Silverstein was not sure that a new committee could handle the matter.

Dean Cleland moved that

A NEW COMMITTEE BE APPOINTED TO STUDY THE WHOLE PROBLEM OF PROMOTION POLICY.

This motion was seconded by Professor Braden.

Mr. Miller thought that the main problem with regard to promotions was to designate clearly which of the various promotion committees has the final authority for recommendations, and that the next question was: What happens when a recommendation is made? Dean Patty was of the opinion that the study committee should develop a clear statement of the function of a review committee.

Professor Silverstein moved to amend Dean Cleland's motion as follows:

THAT THE NEWLY APPOINTED COMMITTEE SHALL TAKE AS ITS FIRST DUTY THE DETERMINATION OF WHAT SHOULD BE DONE RELATIVE TO THE 1950-51 COMMITTEE'S RECOMMENDATIONS.

Professor Lusk felt that the case which had been handled by the 1950-51 Committee was a dead issue. Professor Silverstein still felt that we have some responsibility to settle the questions raised. Professor Sauvain wondered whether such responsibility could not be fulfilled by having the President write an explanation to the Committee. President Wells said he would be glad to do this. Professor Veatch was of the opinion that, since the 1950-51 Committee had not been satisfied with former explanations, it might be better to have the newly proposed committee review the whole matter as a separate issue. Professor Lusk pointed out that the original recommendations of the Review Committee had gone to the various promotion committees and also to the Board of Trustees. Professor Veatch felt that this may have been done with too little comment; probably the promotions committees and the Board of Trustees had not gained a full appreciation of the serious efforts which had been expended by the Review Committee.

Professor Lusk felt that the Review Committee's dissatisfaction stemmed from the fact that the committee itself did not understand what results might be expected from their efforts. Professor Sauvain thought that the main issue was to establish clearly the function of the Review Committee. Professor Anderson felt that the whole controversy had accomplished one useful purpose, and that was that it had resulted in the proposed study of the whole matter of promotions. President Wells agreed with the others that some confusion must exist regarding the function of the Review Committee.

Professor Sauvain felt that the appointment of a committee to study the problem should be deferred until after the Council had had the opportunity of reading communications on the matter which had been received by various persons and which had as yet not been entered in the discussion. Dean Cleland wanted to know if these communications might suggest that a study committee was not necessary. Professor Sauvain's reply to this was in the affirmative; if certain proposals now in the hands of the secretary were approved, a committee might not be needed. Dean Weimer wondered if

such proposals and any other communications might be turned over to an appointed committee.

Professor Sauvain, seconded by Professor Braden moved THAT THE COUNCIL ADJOURN.

Professor Braden suggested that we continue discussion of the promotions problem as the first item of business at the next meeting, and that, in the meantime, the secretary prepare copies of all communications on this matter for distribution to the Council members before the meeting. Dean Cleland expressed the fear that some groups which might wish to comment on the problem would not know about this plan and therefore would not make their comments available for distribution. Professor Stoner suggested that the secretary circulate to the Council members all communications which come to his attention by Thursday, January 10, which is just prior to the next regular meeting of the Council on January 15. Professor Braden made the further suggestion that the separable portion of the Review Committee's report of last year, which dealt with general recommendations on promotion policy, be included in the circularized material to the Faculty Council.

The motion to adjourn was PASSED UNANIMOUSLY.

The Council adjourned at 5:10 P.M.

William H. Fox
Secretary to the Faculty Council

FACULTY COUNCIL AGENDA COMMITTEE

PROPOSED PROCEDURES

1. That when members of the Council, administrative officers, and members of the general faculty wish to propose topics for consideration by the Faculty Council, they submit their requests to the Chairman of the Agenda Committee (Secretary of the Council).
2. That these requests be submitted to the Agenda Committee, which shall notify the Council of such receipt and ~~arrange to have~~ such items placed on the agenda at the most appropriate and expedient date.
3. That the secretary prepare an agenda prior to each meeting, to include
 - a) All items previously allocated to that meeting by the Agenda Committee
 - b) All items which have appeared on previous agenda, but which have not been discussed
 - c) All items which may be designated as emergency items
 - d) The secretary shall also include a list of topics which have been submitted for consideration by the council, and which are due for scheduling at later meetings.
4. That the deadline for submission of items on the published list shall be the Wednesday, 12:00 noon, preceding the meeting on the following Tuesday; but, this shall not preclude consideration of emergency problems which arise between the deadline and meeting times.
5. That the proposed agenda for each meeting be mailed to Council members with the minutes of the preceding meeting, this mailing to take place on Friday afternoon preceding each regular meeting.
6. That items of an emergency nature be allowed to take precedence at any time over all other items, regardless of whether or not such items have appeared on the published agenda.
7. That the chairman of the Council decide which items shall be designated as emergency items.
8. That when consideration of any agenda items is necessarily postponed, due to the intrusion of emergency items or lack of time, the secretary shall move these items in order to the top of the list in preparing the agenda for the following meeting.