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February 4, 1965

University of North Dakota

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MINUTES OF THE UNIVERSITY SENATE MEETING

February 4, 1965

(NOT TO BE MADE AVAILABLE TO NON-FACULTY MEMBERS)

1.

A meeting of the University Senate was held at 4:00 p.m. on Thursday, February 4, 1965, in the Lecture Bowl of the University Center. Mr. Olmstead presided.

2.

The following members of the Senate were present:

Bjork, Alton J.	Ford, Donald	Morgan, William
Beck, Robert E.	Gillmor, Don	Nelson, Edward O.
Boehle, William R.	Hamerlik, Gerald	Olmstead, Edwin G.
Bullard, Charles W.	Hankerson, Kenneth L.	Pearce, Donald J.
Burrage, Ruth	Harwood, Theodore H.	Peterson, Russell A.
Caldwell, Robert A.	Henderson, J. Donald	Polovitz, Michael
Cash, William L., Jr.	Heyse, Margaret	Robertson, Donald J.
Clifford, Thomas J.	Holland, F. D., Jr.	Rognlie, Philip A.
Cooley, Albert M.	Jackson, Ronald E.	Rowe, John L.
Cornatzer, W. E.	Larson, Milton B.	St. Clair, F. Y.
Curry, Mabel	Marti, L. R.	Thomforde, Clifford J.
Cushman, M. L.	MacKichan, Ruth	Tomasek, Henry J.
Dixon, John D.	Marwin, Richard M.	Thorson, Playford
Featheringham, Audrey	McKenzie, Ruby M.	

The following members were absent:

Starcher, George W.	Koenker, William E.	Smith, Glenn
Hamre, Christopher J.	Laird, Wilson M.	Walden, Jerrold
		Wills, Bernt L.

3.

There being no corrections, the minutes of the January meeting, as submitted to members by faculty mail, were ordered approved.

4.

Mr. Thorson announced that his report of the committee investigating "rapid turnover of staff" was not yet available.

5.

Mr. Robertson moved that the last line in Paragraph B on page 139 of the Senate minutes which reads "Exceptions to rule B may be granted only for reasons deemed justifiable by the Administrative Procedures Committee," be changed to read: "Exceptions to rule B may be granted only for reasons deemed justifiable by the student's academic dean." The motion was seconded, voted upon, and carried.

6.

Mr. Pearce presented his report of the Convocations Committee and moved that the report be accepted by the Senate and that Mr. Penn, Mr. Boehle, and Mr. Ring be elected to the Convocations Committee. The motion was seconded, voted upon, and carried.

7.

Mr. Henderson presented his request for information and clarification of Senate policy on reporting proceedings of the Senate to the Press. Mr. Gillmor moved that in the future all meetings of the University Senate be open to the public but that the University Senate reserve the right to go into executive session when it deems it necessary. The motion was seconded. After considerable discussion, Mr. Bullard moved that this motion before the house be postponed until the next session of the Senate. The motion was seconded, voted upon, and carried.

8.

Mr. Jackson presented the revised Constitution of the UND Board of Publications and moved that it be accepted by the Senate. The motion was seconded. Mr. Morgan moved that action be postponed until the next meeting of the Senate. The motion was seconded, voted upon, and carried.

9.

The meeting adjourned at 5:00 p.m.

R. M. McKenzie
Secretary

CONSTITUTION OF THE U.N.D. BOARD OF PUBLICATIONS

PREAMBLE

In order to form a permanent University-wide organization to help unify the University community, to provide student-managed media for the exchange of ideas and information with respect to student and faculty activities and interests, and to provide an opportunity for students to gain practical experience in the field of publications, this constitution for the University of North Dakota Board of Publications is established.

CODE OF ETHICS AND CONDUCT FOR CAMPUS PUBLICATIONS

The highest principles of truth, decency, good taste and fair play shall prevail in every phase of campus publication activity.

The best journalistic tradition of no prior censorship shall be the guideline, with the understanding that the editors recognize the high responsibility that accompanies such privilege.

It is acknowledged that editors have the right to pursue, on editorial pages or traditionally-opinion sections of campus publications, their own editorial policies--but that they have an equal responsibility to see that the views and opinions of all segments of the campus are given full and sufficient representation on the columns of the publications.

News sections of publications are expected to be free of opinion or bias--but if any opinionated material appears there it should be clearly labeled as such. An effort should be made to present issues fully and objectively. Sources of all news should be clearly indicated. All hearsay or unauthenticated material should be eliminated under ordinary conditions but, if used in extraordinary situations, should be definitely identified for the reader.

Editors should keep in mind at all times that publications are read not only on the University campus, but by patrons and friends of the University, state officials, parents of students, and by students in high schools of this

area. Content of publications should be presented accordingly.

ARTICLE I--NAME

Section I: The name of the organization shall be the University of North Dakota Board of Publications.

ARTICLE II--FUNCTIONS

Section I: The University of North Dakota shall be the publisher of all publications currently receiving student funds. The Board of Publications shall be the University's representative.

A. Being publisher is defined as carrying out the functions (Sections II, III, and IV below) of the Board for the publications. All functions shall apply to the DACOTAH ANNUAL, the DAKOTA STUDENT, and TYRO: all but the function of appointment and dismissal of editors and business managers shall apply to other publications.

Section II: The Board of Publications shall have the power to appoint and dismiss editors and business managers. Persons cited for removal shall have a fair and proper hearing before the Board.

A. The editors and business managers shall have the power to appoint and to dismiss their publications staff members for just cause.

B. Publications staff members may appeal decisions made by the editors to the Board; decisions reached by the Board may be appealed to the Student Relations Committee.

Section III: The Board of Publications shall review the STUDENT and other publications periodically, systematically and critically but only after publication.

A. The review shall be made in accordance with the Board's code of ethics.

B. The editor of the publication shall be responsible for anything submitted by his staff and actually published.

Section IV: The board of Publications shall, at its first meeting of each school year, appoint or re-appoint a faculty adviser or advisers for the DACOTA ANNUAL, the DAKOTA STUDENT and TYRO. It shall be the duty of the adviser(s) to act as consultant to the editor(s) of the above publications, offering any advice and/or assistance requested by said editors. The adviser shall not act in the capacity of censor.

The University Press may postpone printing anything which, in the opinion of the manager or the adviser(s), is deemed obscene or defamatory, until he has an opportunity to confer with the editor(s) and/or the Board.

Section V: The Board of Publications shall review the budgets presented and exercise general supervision over funds and reserves.

Section VI: The Board of Publications shall exercise all other powers necessary and proper to carry into execution the foregoing powers.

ARTICLE III--COMPOSITION OF THE BOARD

Section I: The Board of Publications will be a 12-member board consisting of six students, four faculty members, one representative of the University administration appointed by the President of the University and the Commissioner of Publications of the Student Senate as an ex-officio member. The faculty adviser to the DAKOTA STUDENT and the head of the Journalism Department shall be two of the four faculty members of the Board.

Section II: All 12 members of the Board except the Commissioner of Publications shall have one vote.

Section III: The following criteria shall be considered when screening potential Board members:

- A. Expressed interest in and knowledge about artistic aspects of publishing.
- B. " " " " " " " business aspects " "
- C. " " " " " " " first amendment issues.
- D. " " " " " " " journalistic aspects of publishing.
- E. " " " " " " " legal aspects of publishing.
- F. " " " " " " " literary aspects of publishing.
- G. " " " " " " " technology of publishing.

Section IV: Members of the Board (except the DAKOTA STUDENT adviser, the head of the Journalism Department and the representative of the administration) should be drawn from such disciplines as:

- | | | |
|------------|------------|-------------------|
| Accounting | History | Marketing |
| Art | Journalism | Political Science |
| English | Law | |

Section V: Recommendations to fill the faculty positions shall be made by the Board to the Committee on Committees of the Faculty Senate.

Recommendations to fill student positions shall be made by the Board to the Student Senate.

Section VI: The Board shall let the general student body know by advertisement at least one week in advance of the interview day of a vacancy on the Board.

Section VII: Student members of the Board shall be selected after the election of new publication personnel in the spring.

Section VIII: No more than six new selections to the Board may be made at the same time, with the exception of initial appointments.

Section IX: Student members of the Board shall be selected to serve one two-year term, with renewal for another term possible. To be a member of the Board a person must be at least a first semester sophomore, a regularly-enrolled student at the University and have at least a 2.0 cumulative grade point average.

Section X: If vacancies should occur on the Board before the regular expiration date of a term, the Board shall follow its regular procedures for appointing a new member, but the new member shall serve out only the balance of the unexpired term.

Section XI: At least one and no more than three student members of the Board are to be associated with publications governed by the Board.

ARTICLE IV--INTERNAL ORGANIZATION

Section I: The Board shall meet once a month during the school year at a time determined by the Board. Special meetings may be called by the Chairman. Meetings will be open unless closed by a two-thirds vote of the members present.

Section II: Six members of the Board shall constitute a quorum for business. Three of these six must be students.

Section III: The officers of the Board shall be a chairman and a secretary-treasurer. The chairman shall call meetings, preside at same and determine agenda. The secretary-treasurer shall keep a record of all Board meetings and proceedings, and shall serve as chairman in the absence of the regular chairman. The secretary-treasurer also shall handle the finances of the Board. Both officers shall be students.

Section IV: The Board shall determine the rules of its own procedure.

Section V: Any member of the Board may be removed from the Board by the unanimous vote of the other 10 members when it is decided that such removal would be in the best interest of the Board. However, such action shall not be taken until the member cited for removal is given a fair and proper hearing before the Board.

Section VI: The chairman and secretary-treasurer shall be elected at the first meeting in the second semester of the school year for a term of one year. They may be re-elected.

ARTICLE V--APPOINTMENTS

Section I: The chairman of the Board shall see that advertisements concerning openings in the publications be sent out at such a time in the spring of the year so that appointments of the new staffs, particularly that of the STUDENT, shall be completed with not more than five weeks nor less than three weeks of the school year remaining.

Section II: In the fall of the year the adviser of the publications governed shall submit a list of names they consider to be possible candidates for the positions to be open in the spring. During the year the Board shall consider these persons carefully and encourage them to apply for the positions.

Section III: The following procedures shall be followed by those applying for positions on student publications:

- A. Each candidate shall present to the Board, not less than one week before the date set for appointments, a letter stating his qualifications, proposed staff, scholastic standing and proposed policy and plans.
- B. Each candidate shall appear before the Board and be prepared to answer questions concerning his qualifications, general policy plans and tentative staff appointments.

Section IV: To be elected to any position, an applicant must receive at least six votes. The chairman shall vote. When there are three or more candidates for a position, a preliminary ballot shall first narrow the field to two, then the Board shall vote again on these two.

Section V: All votes shall be final. Secret balloting may be called for by any member at any time.

Section VI: If no candidate applies for a position, the Board shall have the power to seek out and select someone to fill that position.

Relate / Section VII: All personal statements made by the Board concerning applicants during selection meetings shall remain secret and not go into the minutes.

Section VIII: No member of the Board shall vote on a candidate if, in the opinion of the Board, he is personally involved in such a way that the outcome of the vote would benefit him.

Section IX: Advisers of all publications, plus immediate past appointees to positions currently being filled, are to be invited to attend the meetings during which candidates are interviewed. Those invited may advise, but will have no vote.

ARTICLE VI--DUTIES

Section I: The Board shall exercise any power needed to see that the following duties are followed by its appointees;

A. Duties of the editors:

1. STUDENT editor

- a. Shall report orally to the Board the progress and difficulties of the STUDENT at the end of November, January and March.
- b. Shall submit to the Board, at its last meeting of the year, a formal written report of the year's work, with recommendations for improvement.
- c. Shall select own staff.

2. ANNUAL editor:

- a. Shall report orally to the Board at the end of October, February and April.
- b. Shall file similar report with Board mentioned above. (Article VI, Section I, A., 1., b.)
- c. Shall select own staff.

3. Editors of other student-staffed publications:

- a. Shall follow procedures set up by the Board for them.
- b. Shall file report with the Board mentioned above. (Article VI, Section I, A., 1., b.)
- c. Shall select own staff.

B. Duties of the business managers:

1. STUDENT business manager:

- a. Shall make two budget reports to the Board each year, one before the first of November, the other before the first of April, listing total expenses, salaries, proposed expenses and general budgetary conditions. The fall report shall be considered the working budget, the spring report the one to be presented to the Student Activities Committee. He also shall make a general report concerning salary allocations made with the new staff as soon as it starts functioning in the spring and again in the fall, no later than the first of October. His reports also shall contain reports from the advertising manager.
- b. Shall file the report mentioned above with the Board. (Article VI, Section 1, A., 1., b.)
- c. Shall appoint an advertising manager subordinate to him.

2. ANNUAL business manager:

- a. Shall make two budget reports to the Board each year, one before the first of November, the other before the first of April, listing total expenses, salaries, proposed expenses and general budgetary conditions. The fall report shall be considered the working budget, the spring report the one to be presented to the Student Activities Committee.
- b. Shall file the report mentioned above with the Board. (Article VI, Section 1, A., 1., b.)

3. Business managers of other student-staffed publications:

- a. Shall follow procedures set up by the Board for them.
- b. Shall file reports similar to those mentioned above. (Article VI, Section 1, A., 1., b., and Article VI, Section 1, B., 2., a.)

Section 11: The secretary-treasurer of the Board shall see that all appointees know of their duties as prescribed in Article VI of this constitution.

ARTICLE VLL--AMENDMENTS

Section 1: Amendments to this constitution shall be proposed by the Board whenever a majority of the Board deems it necessary or when a petition is presented to the Board signed by a number of qualified voters equal to 15% of the total student enrollment.

Section 11: Amendments proposed by the Board or by petition shall become

effective immediately after ratification by a majority of the Board members and the approval of the Student Senate.

ARTICLE VIII--BY-LAWS

Section I: The Board shall have the power to make by-laws which will aid it in carrying out and enforcing the general powers given to it in this constitution.

Section II: An affirmative vote of eight (8) members of the Board shall be necessary to enact or repeal a by-law.

ARTICLE IX--APPEALS

Section I: All decisions of the Board may be appealed to the Board under the rules of petition listed in Article VII. The Board will give all appeals a fair and proper hearing. After the appeals are heard, the decision made on the appeal is final.

ARTICLE--CONSTITUTION

Section I: This constitution shall supercede all previous constitutions of this Board and shall become effective immediately after ratification by the Student Senate.

BY-LAWS OF THE BOARD OF PUBLICATIONS, UND

1. The final paycheck of the editor and business manager of both the Dacotah Annual and the Dakota Student shall be withheld until they file the reports asked for in Article VI of the constitution.
2. The Board must invite at least two bids for Annual covers and two bids for the printing of the Dacotah Annual prior to May 1.
3. The advertising manager of the Dakota Student shall appoint two salaried salesmen. If more salesmen are required they shall be hired on commission basis and only upon approval of the Board of Publications.
4. Incidental salaries, not mentioned in the business managers' reports (both Annual and Student) shall be submitted to the Board for approval.