



# YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44555

August 13, 1981

TO THE TRUSTEES OF  
YOUNGSTOWN STATE UNIVERSITY

This notice is to advise that the next regular meeting of the Board of Trustees will be held on Saturday, August 29, 1981, in the Board Room in Tod Administration Building at 12:00 noon, following Commencement.

HUGH W. MANCHESTER

Secretary to the Board of Trustees

HWM:EVT

Copies of the above notice were mailed on August 13, 1981 to each of the Nine Trustees and to the President, as listed on the reverse side of this page; and a copy was also mailed on the same date to each of the four others listed on the reverse side of this page.

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Hugh W. Manchester, Secretary to the  
Board of Trustees

TRUSTEES AND THE PRESIDENT

Mr. Earl W. Brauning, President  
The Union National Bank of Youngstown  
6 Federal Plaza West  
Youngstown, Ohio 44503

Attorney Paul M. Dutton  
Mitchell, Mitchell & Reed  
709 Union Bank Building  
Youngstown, Ohio 44503

Dr. Thomas D. Y. Fok  
Thomas Fok & Associates, Ltd.  
3896 Mahoning Avenue  
Youngstown, Ohio 44515

Dr. John F. Geletka, D.D.S.  
5600 Mahoning Avenue  
Austintown, Ohio 44515

Mr. Edgar Giddens  
448 Cleveland Street  
Youngstown, Ohio 44511

Mr. William J. Lyden, Business Manager  
International Brotherhood of  
Electrical Workers Local 64  
291 McClurg Road  
Youngstown, Ohio 44512

Mr. William G. Mittler, Advertising Mgr.  
Youngstown Vindicator  
Vindicator Square & W. Boardman  
Youngstown, Ohio 44503

Mr. Fred C. Shutrump, Jr., President  
Shutrump and Associates  
3749 Mahoning Avenue  
Youngstown, Ohio 44515

Mr. Frank C. Watson, President  
Youngstown Welding and Engineering Co.  
3700 Oakwood Avenue  
Youngstown, Ohio 44509

Dr. John J. Coffelt, President  
Youngstown State University  
410 Wick Avenue  
Youngstown, Ohio 44555

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Dr. Thomas A. Shipka, President  
YSU-OEA  
Youngstown State University  
410 Wick Avenue  
Youngstown, Ohio 44555

Attorney Edward A. Flask, Legal Counsel  
424 City Centre One  
Youngstown, Ohio 44503

Theodore R. Cubbison, Esq.  
Director Legal Services  
Youngstown State University  
410 Wick Avenue  
Youngstown, Ohio 44555

Mr. Ronald P. Aey, President  
YSU Chapter of OCSEA  
Youngstown State University  
410 Wick Avenue  
Youngstown, Ohio 44555

MINUTES OF MEETING

of

BOARD OF TRUSTEES

of

YOUNGSTOWN STATE UNIVERSITY

Tod Administration Building  
Saturday, August 29, 1981

Pursuant to Resolution YR 1981-80 and to Notices mailed on the 13th day of August, 1981, by the Secretary to the Board to each Trustee, a copy of which precedes these Minutes (with copies to the President of the University, the Presidents of the YSU Chapter of the OEA and the YSU Chapter of OCSEA, to Edward A. Flask, Special Counsel to the Attorney General of Ohio, and to the Director of Legal Services of the University) a regular meeting (eightieth) of the Board of Trustees of Youngstown State University convened on Saturday, August 29, 1981 in the Board Room in the Tod Administration Building following commencement exercises and a luncheon.

Eight Trustees were present at the meeting, to-wit: Earl E. Brauning, Paul M. Dutton, Dr. Thomas D. Y. Fok, Edgar Giddens, William J. Lyden, William G. Mittler, Fred C. Shutrump, Jr. and Frank C. Watson. One Trustee, Dr. John F. Geletka was absent.

Also present were Dr. John J. Coffelt, President, Dr. Bernard T. Gillis, Academic Vice President, Dr. Neil D. Humphrey, Executive Vice President, Dr. Taylor Alderman, Vice President Personnel Services, Edmund J. Salata, Dean Administrative Services, Dr. Lawrence E. Looby, Associate Vice President Public Services, Dr. Charles McBriarity, Associate Vice President Student Services, Philip A. Snyder, Director University Relations, Hugh W. Manchester, Secretary to the Board of Trustees, and Patricia D. Martin, Secretary to the President. Also present were approximately 22 deans, members of the faculty and members of the news media.

Dr. Fok, Chairman of the Board, presided.

ITEM I - Proof of Notice of Meeting.

Evidence was available to establish that due notice of the meeting had been mailed on August 13, 1981 by the Secretary to each of the nine Trustees and to the President, and that copies had also been mailed to the Presidents of the YSU chapters of OEA and OCSEA, to Edward A. Flask, Legal Counsel and to Theodore R. Cubbison of Legal Services. Such evidence precedes these Minutes.

ITEM II - Minutes of Meeting Held June 20, 1981.

Copies of the draft of the Minutes of the Meeting of the Board of Trustees held on June 20, 1981 had been mailed to each Trustee, to the President, the three Vice Presidents, the Dean of Administrative Services, the State Examiner, the Special Counsel to the Attorney General and the Director of Legal Services. There being no corrections or changes suggested, the Minutes of such meeting were approved on Motion by Mr. Dutton seconded by Mr. Giddens and duly carried, and were signed by the Chairman and attested by the Secretary.

ITEM III - Recommendation of the President of the University.

Dr. Coffelt recommended that seven Resolutions be adopted by the Trustees:

1. Resolution to Ratify Faculty/Staff Appointments.

Thirty-four new appointments to the faculty which had been made since the last Board meeting were reported in Exhibit A.

After a Motion, which was made by Mr. Mittler and seconded by Mr. Shutrump, had received the affirmative vote of each Trustee present, the Chairman declared the following Resolution duly adopted:

WHEREAS, the Policies of the Board of Trustees direct the President to appoint such employees as are necessary to effectively carry out the operation of the University, and YR 1982-1

WHEREAS, new appointments have been made subsequent to the June 20, 1981 regular meeting of the Board of Trustees; and

WHEREAS, such appointments are in accordance with the 1981-82 budget and with the University policy on Equal Employment Opportunity.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby ratify and confirm the appointments as listed in Exhibit A attached hereto.

2. Resolution Accepting Gifts.

Gifts aggregating \$243,425 (of which \$1,500 is unrestricted, \$241,500 is by or through Youngstown Educational Foundation for student benefits) were reported in Exhibit B.

After a Motion, which was made by Mr. Watson and seconded by Mr. Shutrump, had received the affirmative vote of each Trustee present, the Chairman declared the following Resolution duly adopted:

WHEREAS, Resolution YR 1980-34 provides that the President shall compile a list of gifts to the University for each meeting of the Board of Trustees and present the list accompanied by his recommendation for action by the Board; and YR 1982-2

WHEREAS, the President has reported that the gifts as listed in Exhibit B attached hereto are being held pending acceptance and he recommends their acceptance.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby accept these gifts on behalf of Youngstown State University and instructs the President to acknowledge such acceptance to the donors and to express our gratitude for their generosity to the University.

3. Resolution to Amend Policies.

On the recommendation of Dr. Coffelt, because of recent changes in the manner of making Audits and after a Motion, which was made by Mr. Shutrump and seconded by Mr. Watson, had received the affirmative vote of each Trustee present, the Chairman declared the following Resolution duly adopted:

BE IT RESOLVED, that Article I, Section II, of the Policies of the Board of Trustees of Youngstown State University be amended as attached hereto in Exhibit C. YR 1982-3

4. Resolution Concerning Disposal of Certain Surplus or Obsolete Property.

After a full explanation by the President and after a Motion, which was made by Mr. Giddens and seconded by Mr. Shutrump, had received the affirmative vote of each Trustee present, the Chairman declared the following Resolution duly adopted:

WHEREAS, there is no specific statute which controls the disposition of surplus or obsolete personal property belonging to Youngstown State University; and YR 1982-4

WHEREAS, Section 3356.03 of the Ohio Revised Code states in part "the board (of trustees) shall do all things necessary for the creation, proper maintenance, and successful continuous operation of the university" and Section 3356.04 states that "the board of trustees of Youngstown State University may make and enter into all contracts and arrangements necessary or incidental to the operation of such university; and

WHEREAS, upon occasion equipment, furniture, books, and other personalty becomes obsolete and of limited value except as scrap (e.g. waste metal or wood) or of such reduced value as to preclude profitable disposition at any where near its acquisition or inventory value (e.g. superseded books in either the Bookstore or Maag Library);

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby adopt the policy statement attached hereto as Exhibit D which shall become Section 15, Article IX, of the Policies of the Board of Trustees of Youngstown State University.

5. Resolution Concerning Student Health Insurance.

Dr. Coffelt read and explained a proposed resolution concerning making provision for Health Insurance available to students.

After a Motion, which was made by Mr. Shutrump and seconded by Mr. Lyden, had received the affirmative vote of each Trustee present, the Chairman declared the following Resolution adopted:

WHEREAS, Article IV, Section 3 (d) (2) of the Bylaws of the Board of Trustees of Youngstown State University states: "All insurance shall be purchased by the President, or his designee, subject to prior approval of the Board of Trustees," and YR 1982-5

WHEREAS, Purchasing Department Quotation No. 51481 JDM seeking bids for student health insurance for 1981-82 resulted in eight bids, seven responses of "no bid", one response too late to be considered, and 27 vendors did not respond, and

WHEREAS, the bids were:

	<u>Per student per academic year</u>
Higham-Whitridge	\$ 66
E. H. Smith	78
McElroy-Minister	80
Maskin Insurance	86
Associates Insurance Plans	101
Butcher-Singer	110
R. Dale Shields	110
Phelps Agency	250

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the award-

ing of the Student Health Insurance for 1981-82 to the low bidder, Higham-Whitridge, Inc., of Pittsburgh, reserving the option of renewing without bid for an additional four years.

6. Resolution to Authorize Purchase of Athletic Insurance.

After a Motion, which was made by Mr. Lyden and seconded by Mr. Dutton, had received the affirmative vote of each Trustee present, the Chairman declared the following Resolution duly adopted:

WHEREAS, the present Underwriter, The First Agency, has provided Athletic Insurance Coverage for the past five (5) years; and YR 1982-6

WHEREAS, quotations for Athletic Insurance Coverage were requested from twenty-five (25) vendors; and

WHEREAS, at the bid opening on June 4, 1981, the six (6) vendors responding with quotations were: The First Agency, the Frank B. Hall Company, Maksin Insurance Agency, The McElroy-Minister Company, the Phelps Agency, and the Parsons Agency; and

WHEREAS, The First Agency submitted the lowest and best bid; and

WHEREAS, Paragraph (d) (2) of the Bylaws of the Board of Trustees, Article IV, Section 3, states that "all insurance shall be purchased through the President, or his designee, subject to prior approval of the Board of Trustees."

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University hereby approves the awarding of Athletic Insurance Coverage to the lowest and best bidder, The First Agency.

7. Resolution Concerning Selected Student Liability Insurance.

After a Motion, which was made by Mr. Watson and seconded by Mr. Dutton, had received the affirmative vote of each Trustee present, the Chairman declared the following Resolution duly adopted:

WHEREAS, the Dean of the College of Applied Science and Technology has requested that Youngstown State University YR 1982-7

secure bids for student liability insurance to be made available to students enrolled in Nursing, Emergency Medical Technology, Respiratory Therapy Technology, Dental Hygiene Technology, Medical Assisting Technology, Medical Laboratory Technology, and Medical Technology; and

WHEREAS, such students would pay the entire cost of the premium; and

WHEREAS, Article IV, Section 3 (d) (2) of the Bylaws of the Board of Trustees of Youngstown State University states: "All insurance shall be purchased by the President, or his designee, subject to prior approval of the Board of Trustees," and

WHEREAS, the Purchasing Department Quotation No. 31381 JDM seeking bids for such insurance for 1981-82 resulted in eight bids, eight responses of "no bid", two responses too late to be considered, and nine vendors did not respond; and

WHEREAS, the bids were:

Maginnis & Assoc.	\$4,200
Agler Insurance Agency	8,710
Frank B. Hall Company	6,541
Cailor-Fithian Agency	8,110
Gluck Insurance Agency	6,541
McElroy-Minister Company	8,866
Moore-Peterson Agency	8,110
Rudibaugh, Charles Agency	6,541

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the awarding of the Student Liability Insurance for 1981-82 to the low bidder, Maginnis & Associates of Reynoldsburg, Ohio, reserving the option of renewing without bid for an additional four years.

ITEM IV - Report of the President of the University.

Dr. Coffelt reported concerning the following six matters:

1. YSU Alumni Association's First Annual Distinguished Service Award Dinner

Held June 19, 1981, to honor Harry Bolwell, Board Chairman and Chief Executive Officer of Midland Ross Corporation, was successful in all respects and a second Annual Award Dinner is being planned for June 1982 to occur in conjunction with the June 1982 Commencement.



2. Enrollment-Summer 1981

Total head count was 5,963 (largest since 6,018 in 1970-71).  
Total F.T.E. was 3,094 (40 below the summer of 1980).  
The largest enrollment was 1,550 in Applied Science & Technology.

3. YSU Sports Complex

As of July 31, 1981, payments of pledges totaled \$2,804,263.49 (88.2%). Payments are continuing in accordance with pledges and a total collection of 96 to 98% is expected. With more than \$630,000 from interest earned on such receipts, there will be no need to use the "Letter of Credit" made available to the All Sports Committee by local banks.

Construction progress is satisfactory and dedication has been set for Saturday, September 4, 1982.

4. O.B.O.R. Basic Data Series, Ohio Higher Education System - 1981 Edition

A study by Dr. Humphrey indicates that in Fall 1980 although's YSU's 15,637 head count made it rank 8th among the 14 universities in the Ohio state system, and State assistance averaged \$1,890.00 per F.T.E. (\$75.00 less than in the year preceding). YSU's actual state assistance amounted only to \$1,629.00 per F.T.E. student, making YSU rank 12th in state assistance among the state assisted universities. Nationally Ohio ranked 44th in per capita appropriations; 46th in appropriations per \$1,000.00 of personal income, but was 19th in per capita income.

5. Evaluation of the Charles B. Cushwa, Jr. Center for Industrial Development

An evaluation report completed in April 1981 (a copy of which was furnished to each Trustee) indicates that the advisory committee which prepared the report recommends continuance of the concept and development of a long range plan for future operations of the Center. The first two years has enabled over 100 local individuals to obtain assistance with their business problems - ranging from technical information on product and manufacturing problems to the planning of new business ventures. Seven new firms have consulted closely with the Center during their start up periods.

6. Financial Problems of Ohio and its Universities

On August 13, 1981, Presidents of State Universities met with Governor Rhodes, at his request, to consider interim budget problems. In early July, the General Assembly adopted a 4 month interim budget (HB 368) which provided only 97% of one-third of the adjusted fiscal appropriations for 1981 (as already reduced by 7%). Such additional 3% reduction for 4 months will mean a loss of \$213,952 in the anticipated appropriation for YSU for

the first four months of 1981-82; and if extended in October for the full year will mean a total reduction of \$641,855.00 for the fiscal year. Such unexpected development will force absorption of the loss in revenues in carrying out the proposed Budgets for 1981-82, not only at YSU but at all institutions of higher education in Ohio. Chancellor Moulton of O.B.O.R. has pointed out that in reality this means reductions of nearly 30% in State assistance per student in Ohio over a two year period. The Legislature will soon commence to consider the Governor's budget recommendations (which may restore a part of the reductions) but the Office of Budget Management already anticipates additional short fall in state tax collections which may exceed \$350 million and which will force even further budget reductions by state institutions.

An additional financial indignity to which higher education is being subjected is notification that during the first six months of the fiscal year only 40% of state subsidies will be disbursed. This will require modification of the Board's short term investment program and will reduce operating income by as much as \$192,000. Oral assurances were given that the deferred distributions will be made in the last half of the fiscal year, but such oral assurances should not be relied upon. The Trustees will be kept advised as the fiscal problems are faced.

The President's report was accepted, by Motion made by Mr. Lyden, seconded by Mr. Giddens and duly carried.

ITEM V - Report of the Academic Vice President.

Dr. Gillis reported concerning seven subjects, as follows:

1. Changes in the Charter and Bylaws of the Academic Senate

Such changes, the approval of which will be proposed by the Board's Academic Affairs Committee, represent a compromise with those faculty members who have been attempting to revitalize the Senate to thrust it closer to the Collegial Model of University Governance. The Administration has reviewed areas where inappropriate overlap with collective bargaining processes occurred, and the proposed revisions are now acceptable to the Administration.

2. Resolution Endorsing the Report of the Articulation Commission.

The Report, which was distributed at a previous Board of Trustees Meeting, will be addressed also in a resolution to be advanced by the Academic Affairs Committee of the Board of Trustees.

3. Ohio Board of Regents Resolution on Program Approvals.

On July 17, 1981, the Ohio Board of Regents resolved to stop further program approvals at the State institutions until adequate levels of State

support are restored. It also urged limiting enrollments to the Autumn 1980 levels. A copy of the Chancellor's Memorandum forwarding the Resolution was furnished to each Trustee.

4. Programs and Program Evaluations: Status and Objectives.

Graduate programs are currently evaluated on a five year cycle. The Ohio Board of Regents reviews the two-year programs every five years. An objective for this academic year is to put into place an evaluation procedure for baccalaureate programs. Prior appropriation bills contained language calling for such evaluation and it is anticipated in the forthcoming bill.

The proposed Labor Relations program is caught in the program moratorium previously described. An Allied Health Baccalaureate program approved by the Academic Senate, and a telecommunications Studies and a Generic Bachelor of Science in Nursing program have raised a number of questions from the Ohio Board of Regents in the pre-program approval process.

5. Acting Graduate Dean.

Dr. Sally Hotchkiss has been appointed as acting Dean of the Graduate School. She will be analyzing the needs of the school and the qualifications to be sought in locating a new Dean. She was recognized and introduced to the Trustees.

6. Academic Master Plan and Academic Affairs Fiscal Goals.

As a part of the development of an academic master plan for the University, the Academic Vice President and the Deans have developed a set of goals and objectives for the 1981-82 fiscal year, within which the departments will operate. A first draft of the academic master plan should be ready for distribution to the faculty for comment after their return to campus in late September.

7. Communications and Reports.

1. Mr. Alfred Bright has been changed in status to full time faculty effective this Fall Quarter, at his own request. He will continue to serve as Director of the Black Studies Program.

2. The National Association of Schools of Music has advised that in June, Youngstown State University's Application for renewal of full membership was accepted.

3. The exit report of the Committee which reviewed Youngstown State University's application for reaccreditation of its Emergency Medical Technology-Paramedic program indicates that their recommendation will be positive and the program was praised for many of its aspects.

4. The Joint Review Committee for Respiratory Therapy Education has recommended to the American Medical Association, Committee on Allied Health and Accreditation that Youngstown State University's program for the preparation of respiratory therapy technicians receive accreditation to October 15, 1986.

5. Advance information on possible action of the Engineering Commission of the Accreditation Board for Engineering and Technology (ABET) concerning its evaluations was received on July 13, 1981. The University will receive a full report in the near future.

The report was accepted on Motion made by Mr. Shutrump, seconded by Mr. Mittler, and duly carried.

ITEM VI - Report of the Executive Vice President.

Dr. Humphrey reported concerning the following four matters:

1. Resource Analysis Report.

An analysis of resources is being prepared and copies of a preliminary report to the President, dated August 18, 1981, have been furnished to each Trustee.

2. Annual Financial Report.

The Annual Report for Fiscal Year 1980-81 is being audited by Arthur Andersen & Co. pursuant to recent arrangements approved by the Auditor of State. YSU is the first state university to use an independent auditing firm, and Ohio State University is now securing bids to use the same system of providing more current Audits of University Affairs.

3. Richard C. Owen Retires.

Mr. Owen, former Librarian and recently University Archivist has retired effective June 30, 1981, due to disability.

4. The Federal assistance program known as Pell Grants, under which 3,487 students received assistance aggregating \$2,745,000 last year, is to be reduced under provisions of the new Budget of the United States; with major reductions to occur in 1983. All planning must be made with such reductions in mind.

Partially offsetting such reductions is a 28% increase, to \$800,000.00, in the student assistance being planned by the Youngstown Educational Foundation for the coming year.

Dr. Humphrey's report was accepted, on Motion made by Mr. Giddens, seconded by Mr. Brauninger and duly carried.

ITEM VIII - Report of the Vice President - Personnel Services.

Dr. Alderman had no report for this meeting.

ITEM VIII - Report of the Dean of Administrative Services.

Dean Salata reported progress concerning ten construction projects, as follows:

1. Kilcawley Expansion III is 99% completed, to cost \$1,800,000.00.
2. Removal of Barriers to the Handicapped is completed, at a cost of \$106,601.00.
3. Improving Central Core Lighting is 95% completed, at a cost of \$95,000.00.
4. Energy conservation Projects, to cost \$91,000.00, will be paid for by federal and State Funds (each bearing one-half).
5. Twelve homes, recently acquired, are being demolished.
6. Harrison Field improvements - Phase I - are completed.
7. Harrison Playground arrangements are 95% completed.
8. Copies of a Construction Schedule Report re the Stadium complex and All Sports Facility, furnished to each Trustee, indicate satisfactory progress on the Stadium construction (about 70% complete and to be finished by July 1, 1982; with much equipment and labor being furnished; only one of 14 seat beams remains to be poured in the first week of September, precast tread and riser units are being placed; 16,000 seats are being fabricated, with installation to be completed by December 31, 1981.
9. Finishing of Tennis Courts, Track and Recreation Area is progressing - to be completed mid-October 1981.
10. The old parking deck repairs are in process, and a few spaces will not be useable in the first three weeks of the fall term. About 5,020 parking spaces will be available.

Dean Salata's Report was accepted, on Motion made by Mr. Shutrump, seconded by Mr. Dutton and duly carried.

EXECUTIVE SESSION

At 1:21 p.m., the Trustees retired into an executive session for the purpose of considering requests relative to bargaining with some employees. They returned to the open meeting in the Board Room to continue the regular meeting at 1:40 p.m.

ITEM IX - Reports of the Committees of the Board.

1. Personnel Relations Committee.

A. Resolution Regarding Limited-Service Faculty

Mr. Mittler, Chairman of the Committee, read and moved for adoption, the following resolution.

"WHEREAS, the Board of Trustees has received correspondence requesting consideration by a group of individuals seeking to be recognized as the collective bargaining agent for the limited-service faculty of the University; and

YR 1982-8

WHEREAS, the Personnel Relations Committee of the Board of Trustees has discussed this matter with representatives of this group of individuals; and

WHEREAS, a majority of the individuals who serve at the University as limited-service faculty are employed elsewhere and have an employment relationship to the University which is secondary, and limited in scope; and

WHEREAS, limited-service faculty members serve for periods of one academic quarter, thus creating a situation of high turnover and lack of continuity in the membership of this group of individuals; and

WHEREAS, some of the concerns and aspirations voiced by the individuals who have corresponded to the Board reflect potential or real conflicts with the relationship of the full-service faculty to the University; and

WHEREAS, state law in Ohio does not address the various questions raised by a request from limited-service faculty at a state-assisted university to be recognized by an agent for purposes of collective bargaining;

THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby defer action on this matter until such time as laws are promulgated by the State of Ohio which provide a legal and orderly framework for addressing said question.

BE IT FURTHER RESOLVED, that the Board of Trustees does hereby record its appreciation of the services provided over a period of many years by the numerous citizens of the greater Youngstown area who have shared their expertise and knowledge with the students of the University."

The Motion was seconded by Mr. Watson.

After considerable discussion, in which many questions were raised and answered, the Chairman called for a vote.

Six of the seven Trustees present, being all except Mr. Lyden, voted "aye" and Mr. Lyden voted "no".

The Chairman then declared the Motion carried and the resolution adopted.

B. Resolution to Adopt a Personnel Policy Concerning Limited-Service Faculty

After a Motion, which was made by Mr. Mittler and seconded by Mr. Gidden had received the affirmative vote of six of the seven Trustees, (Mr. Dutton abstained) the Chairman declared the following Resolution duly adopted:

WHEREAS, a review of the personnel policies of the Board of Trustees of Youngstown State University has led the Personnel Relations Committee of the Board of Trustees to conclude that it is desirable to amend the Policies of the Board of Trustees by adopting a policy statement on the general matter of limited-service faculty; YR 1982-9

THEREFORE, BE IT RESOLVED, by the Board of Trustees of Youngstown State University that the Policies of the Board of Trustees of Youngstown State University, be and is hereby amended by revising Article I, Section 9.1 (attached hereto as Exhibit F), and by adding new Article III, Section 26 (attached hereto as Exhibit G).

C. Resolution Concerning Group Insurance Coverage

After a Motion, which was made by Mr. Mittler and seconded by Mr. Dutton, had received the affirmative vote of each Trustee present, the Chairman declared the following Resolution duly adopted:

"WHEREAS, the University has since 1967 provided uniform coverage under University group insurance programs for term life, accidental death and dismemberment, major medical, surgical-medical, and hospitalization insurance to all regular full-time faculty, regular full-time administrative unclassified staff, and regular full-time classified Civil Service staff, as recorded in resolutions of the Youngstown State University Board of Trustees YR 1967-14, YR 1976-13, and YR 1979-44; and YR 1982-10

WHEREAS, such insurance coverage has uniformly included coverage for eligible retired employees and their eli-

gible dependents, as specified in group insurance policies with carriers, including former employees who retired from the private predecessor University prior to 1967; and

WHEREAS, it has been deemed appropriate to define in more precise detail the meaning and intent of the Board of Trustees of Youngstown State University concerning eligibility for participation in the group life and medical insurance programs of the University;

THEREFORE, BE IT RESOLVED, by the Board of Trustees of Youngstown State University that: 1) employees of the University covered under the group life and medical insurance program include all regular full-time faculty, regular full-time unclassified administrative staff, regular full-time classified Civil Service staff, and (for group term life insurance) all persons in the categories above who have been granted disability retirement by the State Teachers Retirement System or the Public Employees Retirement System, for a period of five years following disability retirement or until attainment of age sixty, whichever occurs first; 2) employees of the University shall also include, for purposes of participation in the group insurance program, individuals certified by the President of the University as to warrant participation in the group insurance program, with the provision that the University shall be paid the overall group rates for such coverage; 3) eligible retired employees include the employees specified in category 1) above who have retired from the University and who elected at the time of retirement to participate in the University's group insurance program, to the extent specified by the group policy in effect at the time of the individual's retirement, with the overall group premium being paid to the University (except for specified group life insurance coverage for disabled employees); 4) "eligible dependents" of retired employees is intended to cover "sponsored dependents" of University staff if such individuals have been certified by the President of the University as "sponsored dependents."

2. Building Committee.

Mr. Shutrump stated that the Building Committee had no report.

3. Budget and Finance Committee.

Mr. Lyden reported that the Committee had met on three occasions and had determined to recommend Board Action on five matters. He pro-



ceeded with the reading of the five Resolutions, and action was taken by the Board as follows:

A. Resolution Concerning Non-Mandatory Transfers

Following a Motion, which was made by Mr. Lyden and seconded by Mr. Shutrump, had received the affirmative vote of each Trustee present, the Chairman declared the following Resolution duly adopted:

WHEREAS, the Special Projects have been managed during YR 1982-11  
fiscal year 1980-81 in conformity with Resolution YR  
1980-63 and Resolution YR 1981-25; and,

WHEREAS, the review of activity in those projects during  
FY 1981 has been completed and monies available for allo-  
cation have been identified, subject only to final closing  
adjustments of FY 1981 accounts; and

WHEREAS, the Budget and Finance Committee of the Board of  
Trustees has reviewed the administration's report and recom-  
mended approval;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees  
does hereby:

1. Approve the fiscal year 1981 year-end transfers and  
allocations identified in the document titled "Non-Mandatory  
Transfers as of June 30, 1981, and Special Projects and Con-  
tingency Reserves for 1981-82"; and,

2. Approves the expenditure authority noted in that  
report; and,

3. Recognizes that the report is based on preliminary  
information prior to final closing entries in the FY 1981  
books and, therefore, authorizes any adjustments, plus or  
minus, necessary at closing to occur in the University Opera-  
tion Contingency Reserve Fund.

BE IT RESOLVED, that the Board of Trustees does also hereby  
approve the allocation of certain gift money in the manner  
specified in the referenced document.

B. Resolution Concerning 1981-82 Budget

Mr. Lyden read and moved for adoption the following Resolution:

WHEREAS, the Youngstown State University Budget for  
1981-82 includes the following funds:

YR 1982-12

FUND  
NUMBER

FUND NAME

EDUCATIONAL AND GENERAL FUND GROUP

1	University Operation (Instruction and General)
2	Continuing Education
3	Developmental Education
30	Cushwa Center for Industrial Development
31	NEOUCOM Liaison
32	Teacher Education Redesign
33	Telecommunications - NETO
34	Telecommunications - Corp. for Public Broadcasting
	Sub-Group: Student Activites Supported by General Fee
4	Career Services
5	Jambar
6	Neon
7	Spotlight Theatre
8	Student Government
9	Intramural Recreation
10	Miscellaneous Non-Instructional Student Activites
11	Club Sports
12	Day Care Services

AUXILIARY ENTERPRISES FUND GROUP

20	Intercollegiate Athletics
21	Kilcawley Center
22	Bookstore
23	Kilcawley Residence Hall
24	Parking Services
25	Sports Medicine

AND, WHEREAS, the projected revenues and proposed expenditures for each fund for 1981-82 have been reviewed in detail by the Budget and Finance Committee of the Board; and,

WHEREAS, the Ohio General Assembly did adopt House Bill 638 in July, 1981, which appropriates monies only for the four-month period of July, August, September, and October, 1981, and then only at the rate of one-third of 97 percent of the amount actually available in FY 1980-81 (which amount was 7 percent less than had been appropriated by the General Assembly for 1980-81); and,

WHEREAS, this extraordinary one-third year appropriation was apparently adopted with the expectation that tax increases could be worked out late this summer which might make it feasible to increase the level of spending for the latter two-thirds of the year; it is, nevertheless, considered prudent at this time to budget only to the annualized level of the appropriation already adopted;

NOW, THEREFORE, BE IT RESOLVED, that the 1981-82 Budget is hereby approved, and that such approval includes:

1. The necessity of review and possible amendment of the budget once the appropriation for the period November 1, 1981, through June 30, 1982, is known;
2. The organizational chart as included in the budget document (and it shall be understood that such chart shall require Board approval should changes be desired at the level of those reporting directly to the President; however, the President shall have the authority to approve changes below that level);
3. Salaries for 1981-82 for all full-time positions as included in the "Salary Working Papers, 1981-82"

except only that Civil Service salaries may be adjusted as classifications are changed or as a pay bill is adopted which changes pay grade levels;

4. Nine-month salary minima and maxima for 1981-82 for faculty included in the bargaining unit, as follows:

<u>Rank</u>	<u>Minimum</u>	<u>Maximum</u>
Professor	\$20,000	\$36,850
Associate Professor	17,000	30,500
Assistant Professor	15,000	25,500
Instructor	13,000	20,000

5. Each continuing faculty member of the bargaining unit shall receive a salary increase based upon the rank held in 1980-81, subject to the salary maxima specified above, as follows:

<u>Rank</u>	<u>Increase</u>
Professor	\$3,100
Associate Professor	2,800
Assistant Professor	2,550
Instructor	2,350

6. Salaries for Limited Service Faculty for the fall quarter at the per credit rate of \$195 for those with baccalaureates, \$215 for those with masters, and \$260 for those with doctorates and that these rates shall be \$225, 245 and \$290 respectively, effective winter quarter (it being recognized that the Limited Service Faculty accounts will have to be supplemented to accommodate this increase either when the budget is revised or by Board approved transfer from the unallocated Reserve);
7. Graduate Assistants' salaries at \$3,750 per academic year in all academic disciplines;
8. Hourly wage rates of \$3.35 per hour for all student employment; and,
9. The authority to approve expenditures and make transfers within the budget shall be as described in the budget document, noting especially the following items of control:

- A. Absolute position control shall be in effect and each pay period either the incumbent is paid or the proportional amount intended for that full-time, regular position for that pay period is transferred to the Unallocated Reserve;
  - B. The filling of authorized full-time, non-faculty positions after the adoption of this resolution is discouraged but may be accomplished with the written approval of the designated appointing authority;
  - C. With the exception of Travel Request No. 9767, dated May 11, 1981, out-of-state travel shall not be undertaken against Fund One budgets after adoption of this resolution (regardless of the fact that such travel may have been approved earlier) until and unless such restriction is removed by the Board of Trustees at a later date;
  - D. Expenditures for equipment shall require written approval of the cognizant area officer; and
  - E. It shall require approval of the Board of Trustees for transfer of money from the Unallocated Reserve in any fund.
10. Discontinuance of television production activities in the Department of Telecommunications effective June 30, 1982.

The Motion was seconded by Mr. Shutrump.

Dr. Coffelt explained the problems which arose in preparing the Budget in considerable detail, pointing out that operation since July 1 had been carried on under a stop gap resolution (YR 1981-72) which became necessary because (1) no agreement with YSU OEA had been reached as to faculty salaries prior to the last Board meeting, and (2) state appropriations had not yet been determined. When a proposed Budget, prepared on a "worst condition" basis, was almost complete, the Administration was advised concerning a 97% continuation Budget of the State, and the "worst condition" income projections (then being printed) became too optimistic. The budget proposed today falls far short of the needs of the University, but no fiscal commitments above legislative approved authority can be made. These late developments will no doubt dilute program quality and may curtail past commitments to maintain an open door policy of access to higher education.

The total of all 23 budgeted funds amounts to \$45,333,418 which is an increase of \$2,974,865 or 7%. The Fund One Budget (Instructional & General)

totals \$37,850,000 or 5.1% above 1981-82. Such increase necessitates fee increases (18% at undergraduate levels and 59% at graduate levels) and the moving forward of a balance of about \$1,585,000 (about 40% of budgeted expenditures). A carrying forward of so large an amount should not become common practice. The proposed budget assumes 16,100 students (head count), or about 12,172 F.T.E. students and will also necessitate the following curtailment of expenditures:

1. Elimination of 23 F.T.E. employee positions
2. Reductions in expenditures for:

Supplies	21.8%
Travel	8.9%
Equipment	47.9%
Contingences and	
Unallocated Reserve	80.3%
Physical Plant Budget	2.7%

3. Freezing of vacancies other than faculty and limiting funds for Out-of-State Travel until funded by the State.
4. Taking steps to discontinue television production activities.

Following further discussion concerning increases in salaries, and utility costs involved, elimination of 23 F.T.E. positions, and then reduction in state assistance, each Trustee present voted in favor of the Motion, and the Chairman declared the resolution adopted.

C. Resolution Concerning Charges to Students and Others

After a Motion, which was made by Mr. Lyden and seconded by Mr. Shut-rump, had received the affirmative vote of each Trustee present, the Chairman declared the following Resolution duly adopted:

WHEREAS, Resolution YR 1981-73, adopted by the Board of Trustees, provided that if the 1981-82 State appropriation to Youngstown State University was less than \$23,300,000, or if the amount actually received was that amount or less by reason of Executive Order, the Instructional Fee would be \$26 per credit for part-time students and \$300 per quarter for full-time students; and

WHEREAS, all other State-assisted universities in Ohio assess instructional fees for graduate students which average 38 percent higher than the undergraduate instructional fee; and,

WHEREAS, the cost of graduate instruction is higher than the cost of instruction of undergraduates in the same academic discipline; and,

WHEREAS, the Bulletin, Undergraduate Edition, 1981-82 contains a different library fine schedule than was adopted by Resolution YR 1981-73;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does conclude that the appropriation made to the University for the four-month period of July 1 through October 31, 1981, of \$6,917,786 indicates a probable total appropriations of less than \$23,300,000 for the year and, therefore, the Instructional Fee effective fall quarter, 1981, shall be:

(a) \$26 per credit for students registering for 1-11 credits;  
(b) \$300 per quarter for those registering for 12-16 credits;  
and (c) for those registering for 17 credits or more, \$300 plus \$26 per credit for all credits in excess of 16 credits;

BE IT FURTHER RESOLVED, that effective winter quarter of the 1981-82 academic year the Instructional Fee for graduate students shall be \$35 per credit for all credits and the Instructional Fee for undergraduate shall continue as stated in the paragraph above until changed by this Board;

BE IT FURTHER RESOLVED, that for administrative convenience library fines are modified effective September 1, 1981, to conform with the Bulletin, as follows:

Library Fines:

- (1) Over due books: 10¢ per day to a maximum of \$5 cost of book replacement, including a \$10 processing charge.
- (2) Overdue reserve book: 55¢ per day TO A MAXIMUM OF \$5, PLUS COST OF BOOK REPLACEMENT INCLUDING A \$10 PROCESSING CHARGE.
- (3) Unauthorized removal of closed reserve book: 55¢ PER DAY TO A MAXIMUM OF \$5, PLUS COST OF BOOK REPLACEMENT, INCLUDING A \$10 PROCESSING CHARGE, PLUS \$5.

D. Resolution Concerning Transfers From The Unallocated Reserve, Fund One.

After a Motion, which was made by Mr. Lyden and seconded by Mr. Brauning, had received the affirmative vote of each Trustee present, the Chairman declared the following Resolution duly adopted:

"WHEREAS, the Academic Vice President recommends, and such YR 1982-14 recommendation is endorsed by the President, that: (1) the position listed under Black Studies be discontinued at a savings of up to \$29,761 (\$24,394 salary, \$5,367 fringe); (2) the faculty position occupied by J. D. Steele in the Elementary Education Department be left vacant during 1981-82 at a savings of \$37,210 (\$30,500 salary \$6,710 fringe); and (3) the position of Assistant Dean in the School of Business be abolished at a savings of up to \$21,669 (\$17,671 salary, \$3,998 fringe); and

WHEREAS, the policy adopted by the Board in approving the 1981-82 budget provides that these budgeted funds will transfer automatically to the Unallocated Reserve, Fund One; and

WHEREAS, the Academic Vice President has concurrently recommended, and such recommendation is endorsed by the President, that: (1) a regular full-time position of associate professor be created in the Art Department at an additional cost not to exceed \$37,210 (\$30,500 salary, \$6,710 fringe); (2) a temporary one-year position be created in the Dana School of Music at a cost of \$15,860 (\$13,000 salary, \$2,860 fringe); and (3) a regular full-time position be created in the Accounting and Finance Department at a cost not to exceed \$37,210 (\$30,500 salary, \$6,710 fringe); and

WHEREAS, the creation of such positions midyear requires action of the Board of Trustees and transfer of the necessary funds from the Unallocated Reserves;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby approve the establishment of these two regular and one temporary position and approves the transfer of not to exceed \$90,280 from the Unallocated Reserve, Fund One, to the appropriate accounts."

E. Resolution Concerning Transfers From The Unallocated Reserve, Fund One.

After a Motion, which was made by Mr. Lyden and seconded by Mr. Giddens, had received the affirmative vote of each Trustee present, the Chairman declared the following Resolution duly adopted:

"WHEREAS, the Dean of Administrative Services recommends, and YR 1982-15 such recommendation is endorsed by the President, that two



soon to be vacant positions in Janitorial Services be discontinued (being lines 28 and 37 on page 94 of the "1981-82 Salary Working Papers") and the residual budget credits of approximately \$21,740 be allowed to transfer to the Unallocated Reserve, Fund One; and

WHEREAS, it has been determined that janitorial services previously provided by said positions will henceforth be provided as contracted services;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby approve the transfer of up to \$21,740 (the exact amount being equal to the salary and fringe benefit savings noted above) from the Unallocated Reserve, Fund One, to SOC 618 in Janitorial Services."

4. Student Affairs Committee.

Mr. Watson stated that such Committee had nothing to report.

5. Academic Affairs Committee.

Mr. Dutton, Chairman of the Committee, reported that such committee had two resolutions to recommend for adoption by the Trustees:

A. Resolution Endorsing the Report of the Articulation Commission.

After a Motion, which was made by Mr. Dutton and seconded by Mr. Shutrump, had received the affirmative vote of each Trustee present, the Chairman declared the following Resolution duly adopted:

"WHEREAS, the Ohio Board of Regents and the State Board of Education have unanimously accepted the Report from the Commission on Articulation, and

YR 1982-16

WHEREAS, the Report recommends strengthening articulation between Secondary Education and the Ohio Colleges and Universities by means of a clearly defined college preparatory program and improved communications, and

WHEREAS, the Youngstown State University Board of Trustees recognize the merit and benefits of such recommendations and both the Ohio Board of Regents and the State Board of Education are committed to implementation of the Report.

THEREFORE, BE IT RESOLVED, that the Youngstown State University Board of Trustees strongly endorses the Report from the Commission on Articulation and its recommenda-

tions and it assures the Ohio Board of Regents and the State Board of Education that the University will aid in the implementation of said recommendations; and

BE IT FURTHER RESOLVED, that the Secretary of this Board be instructed to inform both the Chancellor of the Ohio Board of Regents and the Superintendent of Public Instruction of the Ohio Department of Education of such endorsement by this Board."

B. Resolution Ratifying Changes in the Charter and Bylaws of the Youngstown State University Academic Senate.

After a Motion, which was made by Mr. Dutton and seconded by Mr. Lyden, had received the affirmative vote of each Trustee present, the Chairman declared the following Resolution duly adopted:

"WHEREAS, the Board of Trustees of Youngstown State University has previously approved of the Charter of the Academic Senate by resolution, with the understanding that, in compliance with authority and responsibilities vested in the Board by law, the Charter and all actions of the Academic Senate are subject to the Board's right to review and approve, or reject; and YR 1982-17

WHEREAS, the Academic Senate in compliance with its Charter has seen fit to amend Article IV, Section 1 of the Charter attached hereto as Exhibit H and has amended Bylaw 2, Section 1 (b) attached hereto as Exhibit I and Bylaw 6, Sections 1 and 2 of its Bylaws as provided therein, attached hereto as Exhibit J; and

WHEREAS, the President has concurred in the above mentioned amendments and changes.

THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby ratify, accept and approve the aforesaid changes and amendments to the Charter and Bylaws of the Youngstown State University Academic Senate."

ITEM X - Communications.

Copies of the following seventeen communications had been furnished to each Trustee prior to the meeting.

Letter of Mr. Harry Bolwell regarding Distinguished Citizen Award . . . . .	1
Enrollment Summary, Summer 1981 . . . . .	2
YSU Sports Complex Summary, July 31, 1981 . . . . .	3
Pending Litigation in Court and Matters before Boards and/or Commissions . . . . .	4
Determination from Equal Employment Opportunity Commission regarding Charge of Mr. Frank McGuire . . . . .	5
Correspondence regarding Day Care Center . . . . .	6
Memorandum of Mr. Alfred L. Bright regarding Faculty Position . .	7
Letter from National Association of Schools of Music regarding renewal of full membership for Youngstown State University . . .	8
Memorandum of Vice President Humphrey regarding <u>Basic Data Series, Ohio Higher Education System</u> , published by Ohio Board of Regents . . . . .	9
Memorandum regarding Reimbursement of moving Expenses for New Faculty and Staff . . . . .	10
Reports of Classified Service Personnel Actions . . . . .	11
Monthly Report of Activity, Security--June 1981 . . . . .	12
Parking and Security Plan, Fall Quarter, 1981-82 . . . . .	13
Letter of Barber & Hoffman, Inc., Consulting Engineers, regarding Parking Deck M-2 . . . . .	14
Letter of Carl E. Avers, Youngstown Thermal Corporation, regarding Capacitor Installation . . . . .	15
Memorandum of Jim Delany, Commissioner, Ohio Valley Conference, regarding interpretation of recently adopted Conference financial aid amendments . . . . .	16
Agreement between YSU and WFMJ regarding broadcasting of regularly scheduled football games . . . . .	17

ITEM XI - Unfinished Business.

There was no unfinished business.

ITEM XII - New Business.

Dr. Fok, Chairman of the Board, announced the appointment of the following Committees of the Board and Representatives of the University to various commissions and other organizations:

1981-82

STANDING COMMITTEES

ACADEMIC AFFAIRS

Dr. John F. Geletka, Chairman  
Attorney Paul M. Dutton  
Mr. Earl W. Brauning

BUDGET AND FINANCE

Attorney Paul M. Dutton, Chairman  
Mr. Frank Watson  
Mr. William J. Lyden

BUILDING AND PROPERTY

Mr. Edgar Giddens, Chairman  
Mr. William J. Lyden  
Mr. Fred C. Shutrump, Jr.

PERSONNEL RELATIONS

Mr. Frank C. Watson, Chairman  
Mr. William G. Mittler  
Mr. Edgar Giddens

STUDENT AFFAIRS

Mr. Fred C. Shutrump, Jr., Chairman  
Mr. William G. Mittler  
Mr. Earl W. Brauning  
Mr. Edmund J. Salata, Jr., Student  
Mr. Larry Floyd, Student

<sup>a</sup>  
YSU HOUSING COMMISSION

Dr. John J. Coffelt  
Dr. Neil D. Humphrey  
Dr. Thomas Fok

REPRESENTATIVES

<sup>b</sup>  
YSU ALUMNI BOARD

Dr. John F. Geletka  
Mr. Ray Perkins

<sup>c</sup>  
CUSHWA INSTITUTE FOR INDUSTRIAL DEVELOPMENT

Mr. Frank C. Watson

<sup>c</sup>  
INTER-UNIVERSITY COUNCIL

Dr. Thomas Fok

<sup>b</sup>  
NORTHEASTERN OHIO UNIVERSITIES COLLEGE OF MEDICINE

Dr. John F. Geletka

<sup>c</sup>  
ALL-SPORTS COMPLEX

Mr. William J. Lyden

<sup>d</sup>  
SKEGGS FOUNDATION

Mr. William G. Mittler

<sup>d</sup>  
SCHERMER TRUST

Mr. Earl W. Brauning

<sup>a</sup> by Statute                      <sup>d</sup> appointed by  
President

<sup>b</sup> elected by Board

<sup>c</sup> appointed by Chairman

ITEM XIII - Time and Place of Next Regular Meeting.

There being no further business, on Motion made by Mr. Lyden, seconded by Mr. Giddens, which was carried by the affirmative vote of each Trustee present, the Chairman declared the following resolution adopted:

"RESOLVED that the next regular meeting of the Board of Trustees of Youngstown State University be held in the Board Room in Tod Administration Building on Friday, November 13, 1981, at 3:00 o'clock p.m. YR 1982-18

The meeting was duly adjourned at 2:20 p.m.

  
\_\_\_\_\_  
CHAIRMAN

ATTEST:

  
\_\_\_\_\_  
Secretary to the Board of Trustees

YOUNGSTOWN STATE UNIVERSITY  
 RESOLUTION FOR NEW APPOINTMENTS AND PROMOTIONS  
 AS OF August 29, 1981

Agenda Item D.1.  
Exhibit A

<u>NAME</u>	<u>TITLE</u>	<u>DEPARTMENT</u>	<u>DATE OF EMPL.</u>	<u>ANNUAL SALARY</u>	<u>CONTRACT MONTHS</u>	<u>COMMENTS</u>
Moore, Herbert D.	Designer	Campus Development	June 22, 1981	(12-Mon. Base: \$21,000)	12	
Cavanaugh, Carey E.	Instructor	Political Science and Social Science Department	September 15, 1981	\$16,000 with Ph.D. \$15,375 without Ph.D.	9	Salary differential of \$625 pending completion of Ph.D.
Charlebois, Maureen	Instructor	Allied Health Department	September 15, 1981	\$14,350	9	
Rochette, Eugene T.	Assistant Football Coach	Intercollegiate Athletics	July 1, 1981	\$10,085 (12-Mon. Base: \$16,085)	12	New contract pattern; (12-Mo.; 2/15--2/14).
Warren, Robert R.	Assistant Professor	Engineering Technology Department	September 15, 1981	\$20,000	9	
Shanabarger, Jane L.	Instructor	Speech, Communication and Theatre Department	September 15, 1981	\$14,000	9	Temporary/Terminal.
DeFrance, Carolyn M.	Assistant Coordinator	Developmental Education	June 24, 1981	\$ 2,512		Temporary; 6/24/81-- 9/4/81.
Hotchkiss, Sally	Acting Dean Professor	Graduate School Psychology Department	July 27, 1981	\$38,973 (12-Mon. Base: \$41,700)	12	7/27/81--6/30/82 until successor named.
Sagebeer, Josephine E.	Assistant Professor	Nursing Department	September 15, 1981	\$17,000	9	
Polahar, Karen L.	Assistant Professor	Business Education and Technology Department	September 15, 1981	\$19,000	9	Contingent upon completio of Ph.D. by 9/15/81.
Anderson, Claudia	Admissions Counselor	Admissions	July 15, 1981	\$14,200	10.5	Temporary; 7/15/81-- 5/31/82.
Itts, Elizabeth	Administrative Assistant	Associate Vice President--Public Services	July 1, 1981	\$ 8,200	12	Temporary; 7/1/81-- 12/31/81.

**EXHIBIT A**

YOUNGSTOWN STATE UNIVERSITY  
RESOLUTION FOR NEW APPOINTMENTS AND PROMOTIONS  
AS OF August 29, 1981

Agenda Item D.1.  
Exhibit A

<u>NAME</u>	<u>TITLE</u>	<u>DEPARTMENT</u>	<u>DATE OF EMPL.</u>	<u>ANNUAL SALARY</u>	<u>CONTRACT MONTHS</u>	<u>COMMENTS</u>
Bobner, Ronald F.	Evaluation Specialist	School of Education	July 6, 1981	\$10,915 (12-Mon.Base:\$22,000)	12	Externally Funded; 7/6/81-12/31/81; possible continuation through 6/30/82 if funding continues.
Olesinski, Richard W.	Director of Metallurgical Progress and the Eynon-Byer Chair in Metallurgy	The William Rayen School of Engineering	July 1, 1981	\$32,000	12	Externally Funded.
Thomas, Mary Place	Inservice Coordinator	School of Education	July 1, 1981	\$ 9,748 (12-Mon.Base:\$19,200)	12	Externally Funded;7/1/81-12/31/81;possible continuation through 6/30/82 if funding continues.
Hoare, Donna	Media Curriculum Specialist	School of Education	July 1, 1981	\$ 7,108 (12-Mon.Base:\$14,000)	12	Externally Funded;7/1/81-12/31/81;possible continuation through 6/30/82 if funding continues.
Hutcheson, June	Clerical Assistant	School of Education	July 1, 1981	\$ 5,077 (12-Mon.Base:\$10,000)	12	Externally Funded;7/1/81-12/31/81;possible continuation through 6/30/82 if funding continues.
Peterson, Lee T.	Director, Teacher Corps	School of Education	July 1, 1981	\$38,114	12	Externally Funded.
Pullman, Howard W.	Assistant Director, Teacher Corps	School of Education	July 1, 1981	\$33,944	12	Externally Funded.
Bailey, Dora L.	Staff Development Specialist, Teacher Corps	School of Education	July 15, 1981	\$18,677	12	Externally Funded.
Stafford, Magdalen Anne	Associate Professor	Nursing Department	September 15, 1981	\$23,000	9	
Kumar, Ajit	Assistant Professor	Engineering Technology Department	September 15, 1981	\$19,000	9	Contingent upon receipt of documentation permitting employment in USA for period 2/12/82-6/15/82.

YOUNGSTOWN STATE UNIVERSITY  
 RESOLUTION FOR NEW APPOINTMENTS AND PROMOTIONS  
 AS OF August 20, 1981

Agenda Item D.1.  
Exhibit A

<u>NAME</u>	<u>TITLE</u>	<u>DEPARTMENT</u>	<u>DATE OF EMPL.</u>	<u>ANNUAL SALARY</u>	<u>CONTRACT MONTHS</u>	<u>COMMENTS</u>
Colombo, John A.	Instructor	Psychology Department	September 15, 1981	\$15,800	9	
Sobotka, Richard L.	Coordinator	Career Services	August 17, 1981	\$14,820 (12-Mon.Base:\$16,900)	12	
Zander, Sherri D.	Instructor	English Department	September 15, 1981	\$14,400	9	Temporary/Terminal.
Stroud, Cynthia M.	Instructor	English Department	September 15, 1981	\$14,400	9	Temporary/Terminal.
Clouse, Barbara F.	Instructor	English Department	September 15, 1981	\$14,400	9	Temporary/Terminal.
Maskulka, Therese A.	Instructor	Marketing Department	September 15, 1981	\$19,000	9	Temporary/Terminal.
Mediate, Rocco	Manager	Building Maintenance	September 1, 1981	(12-Mon.Base:\$26,500)	12	From Asst. Manager.
Weber, Richard G.	Assistant Manager	Building Maintenance	September 1, 1981	\$28,750	12	From Manager.
Evans, E. Mark	Associate Professor	Accounting and Finance Department	September 15, 1981	\$30,500	9	From Assistant Dean; School of Business Admin- istration.
Bright, Alfred L.	Associate Professor	Art Department	September 15, 1981	\$30,500	9	From Department of Black Studies (12-month appoint- ment); will direct Black Studies program as faculty member in Art.
Warren, Homer B.	Instructor	Marketing Department	September 15, 1981	\$20,850	9	Second one-year Temporary/Terminal.
Gailey, Joan D.	Instructor	Marketing Department	September 15, 1981	\$19,850	9	Second one-year Temporary/Terminal.



YOUNGSTOWN STATE UNIVERSITY

RESOLUTION ACCEPTING GIFTS

as of August 29, 1981

<u>DONOR</u>	<u>AM'T. AND/OR DESCRIPTION</u>	<u>RESTRICTION OR PURPOSE OF GIFT</u>
Ernst & Whinney Fund (Match for Phillip B. Dennison- 6/80)	\$ 25.00	Dept. of Accounting & Finance
John A. Gresh, Jr.	100.00	Unrestricted Gift
Atlantic Richfield (Match for John Gresh, Jr.-7/81) (2 for 1 match)	200.00	Unrestricted Gift
Youngstown Educational Foundation	240,000.00	Undergraduate Scholarships
Youngstown Educational Foundation	1,000.00	Eastwood Mall Merchants Association Scholarship in Business Administration
Youngstown Educational Foundation	500.00	Earl E. Edgar Memorial Scholarship Fund for Graduate Student
Northwestern Mutual Life (Match for Clarence Strouss- 1980)	400.00	All-Sports Complex
Guttman Oil Co.	200.00	Unrestricted Gift
Midland-Ross Foundation	1,000.00	Unrestricted Gift

Section 11. ~~Internal Auditor~~ DIRECTOR OF INTERNAL AUDIT

The ~~Internal Auditor~~ DIRECTOR OF INTERNAL AUDIT shall be appointed by the ~~Board of Trustees upon the recommendation of the~~ President IN THE SAME MANNER AS ARE OTHER PROFESSIONAL/ ADMINISTRATIVE PERSONNEL and shall hold office at the discretion of the President. He shall be directly responsible to the President.

The ~~Internal Auditor~~ DIRECTOR OF INTERNAL AUDIT shall assist members of the University in discharging effectively THE EFFECTIVE DISCHARGE OF their responsibilities by furnishing objective analyses, appraisals, records RECOMMENDATIONS and other pertinent data concerning the activities reviewed through an audit. ~~The Internal Auditor shall determine, upon the request of the President, that a system of internal control is established and maintained which will ensure that all University policies are being followed.~~ It shall be the responsibility of the ~~Internal Auditor~~ DIRECTOR OF INTERNAL AUDIT to verify University assets shown on the accounting records and to ensure that proper control and safeguards are maintained. He shall report deviations from institutional policies, procedures, state and federal laws and effective business practices. ~~The Internal Auditor shall perform such other duties as may be assigned by the President.~~ ALL REVIEWS OR AUDITS BY THE DIRECTOR OF INTERNAL AUDIT AND HIS STAFF SHALL CULMINATE IN A WRITTEN REPORT. REPORTS SHALL BE CONSECUTIVELY NUMBERED, DATED, AND SIGNED BY THE DIRECTOR OF INTERNAL AUDIT. IN ADDITION TO ANY OTHER DISTRIBUTION CONSIDERED APPROPRIATE, A COPY OF ALL ISSUED REPORTS SHALL BE FILED WITH THE PRESIDENT AND EACH MEMBER OF THE BUDGET AND FINANCE COMMITTEE OF THE BOARD OF TRUSTEES.

## SECTION 15. SURPLUS PERSONALTY

THE DEPARTMENT HEAD, OR PERSON BY WHATEVER TITLE WHO IS RESPONSIBLE FOR ADMINISTRATION OF A UNIT OF THE UNIVERSITY AND HAS SIGNATURE AUTHORITY FOR BUDGETED FUNDS, SHALL HAVE THE AUTHORITY TO DECLARE PERSONALTY PURCHASED BY HIS DEPARTMENT AS SURPLUS AND OF NOMINAL VALUE. THE PRESIDENT OR HIS DESIGNEE SHALL INSPECT SUCH PROPERTY AND VERIFY ITS EXISTENCE AND CONDITION. THE PURCHASING DEPARTMENT SHALL ASSUME RESPONSIBILITY AND CONTROL OVER SUCH SURPLUS PROPERTY AND SHALL DIRECT ITS SALE OR OTHER DISPOSITION IN SUCH MANNER AS TO MAXIMIZE THE RETURN TO THE UNIVERSITY CONSIDERING NOT ONLY THE SALE PROCEEDS BUT THE EXPENSE OF CONTINUING TO STORE AND CONTROL SUCH PROPERTY. DISPOSAL MAY INCLUDE: (A) SALE BY SEALED BID, AUCTION, OR PREDETERMINED PRICE EVEN WHEN AT A FRACTION OF THE ORIGINAL COST; (B) GIFT TO OTHER EDUCATIONAL OR GOVERNMENTAL AGENCIES; (C) GIFT TO A RECOGNIZED ELEEMOSYNARY INSTITUTION; OR (D) IN EXCEPTIONAL CASES, PLACING IN A REFUSE DUMP. AS APPROPRIATE, THE INVENTORY SHALL BE ADJUSTED AND, IN THE CASE OF AN AUXILIARY ENTERPRISE, AN APPROPRIATE JOURNAL ENTRY MAY BE MADE TO ADJUST THE BOOKS OF ACCOUNT. CARE SHALL BE EXERCISED TO LEAVE AN ADEQUATE AUDIT TRAIL IN ALL CASES AND TO AVOID THE APPEARANCE AS WELL AS THE FACT OF POOR MANAGEMENT OR CUSTODIANSHIP.

## ARTICLE I: ADMINISTRATION OF THE UNIVERSITY

### 9.1 Deans of Colleges and Schools

Each Dean of an academic school or college shall be appointed by the Board upon recommendation of the President and shall be responsible to the President through the Academic Vice President. He shall hold office at the discretion of the President. He shall be the administrative head of his respective college or school and shall be charged with the general supervision of all its interests, in accordance with the policies and rules established by the Board and the President, the Graduate School, and the University faculty.

Among these duties shall be to recommend the appointment, salary, tenure, promotion, and dismissal of faculty members after consultation with appropriate department chairmen and faculty; be responsible for the rendering of full service by faculty and report annually to the Academic Vice President on the extramural employment of the faculty within his school or college; promote the general welfare of his faculty and students; ~~sign limited service faculty appointment contracts on a quarterly basis,~~ supervise the curricula, courses and methods of instruction and work to improve them; direct the attention of the faculty to trends and changes of educational thought and practice; develop and formulate policies for improvement of his college or school for the consideration of the Academic Senate and his faculty; counsel with students; act upon student admissions to his college; supervise the registration of his students; administer rules and regulations established for the academic progress, promotion, and discipline of his students; coordinate with the Dean of Graduate Studies and Research programs of instruction and research on the graduate level in his college or school; approve the schedule of courses and examinations as prepared by the Registrar; transmit to the Academic Vice President the budget recommendations of his college or school as developed in conference with the chairmen of the departments; take reasonable precautions for the safekeeping of all instructional supplies and equipment of his college or school; call meetings of his faculty from time to time to transact college or school business; appoint members to committees of his faculty as may be established or authorized; administer academic policies, rules, and regulations; submit such reports to the President concerning the activities, affairs and needs of his college or school as are requested; and perform such other duties as may be assigned.

## ARTICLE VIII. ADMISSION, TUITION AND FEES

### Section 1. Rules for Assessing Tuition and Fees

The University shall establish, subject to the approval of the Board of Trustees, appropriate rules and regulations governing the requirements for admission to the University.

Residence, for assessing tuition and fee charges, shall be determined at the time of admission or readmission by the Director of Admissions based on regulations established by the Board of Trustees. University residency requirements shall be identical with Ohio residency requirements as set by the Ohio Board of Regents RG-1-02 adopted on June 20, 1968 by the Ohio Board of Regents and as that rule may be later modified by that Board. Appeals for a change in classification may be made to the Residence Classification Board.

Students shall be charged tuition and/or fees in accordance with the schedules adopted by the Board of Trustees from time to time.

Any student who willfully falsifies evidence of his residency status shall be subject to disciplinary action, shall pay non-resident tuition, and shall be subject to a penalty of \$25.00 for each offense.

It is the policy of the University to provide remission of instructional fees to its employees and their eligible dependents. For employees who are members of a collective bargaining unit which is represented in formal negotiations by a collective bargaining agent, the policy of the Board of Trustees regarding instruction fee remission shall be incorporated in the collective bargaining agreement in effect between the bargaining agent and the University. For employees who are not members of a collective bargaining unit, the following policy shall apply.

When enrolling as students of the University, dependent children and spouses of the full-service employees of the University shall be granted remission of the Instructional Fees and the non-resident tuition surcharge. Such benefits will be continued only to the end of the current academic term when the full-service employee resigns or is terminated for reason other than retirement or death. In case of retirement or death of the full-service employees, eligibility for benefits is continued for dependent children until age twenty-two (22) and for unremarried spouses.

Full-service employees and former employees on retirement status are themselves eligible to enroll as students and to receive remission of the Instructional Fees and the non-resident tuition surcharge for such courses, provided that the time such courses are taken shall not interfere with the normal working hours of the employed individual. For all full-time classified Civil Service employees who are not members of a recognized collective bargaining unit, the University shall extend the maximum fee remission granted under any bargaining Agreement covering classified Civil Service employees at the University. For unclassified administrative staff, remission shall be granted for up to six (6) credit hours during any quarter. These individuals may take additional credit hours per quarter if they pay the appropriate fees.

~~Limited service faculty teaching six credit hours or more may enroll for the quarter in which such teaching services are rendered, for up to six (6) hours with remission of one half of the Instructional Fees.~~

LIMITED-SERVICE FACULTY ARE ELIGIBLE FOR REMISSION OF THE INSTRUCTIONAL FEE IN ACCORDANCE WITH THE PROVISIONS OF ARTICLE III OF THE POLICIES OF THE BOARD OF TRUSTEES.

Agenda Item J.1.b.  
Exhibit F

ARTICLE III, SECTION 26 OF THE POLICIES OF THE  
BOARD OF TRUSTEES OF YOUNGSTOWN STATE UNIVERSITY

SECTION 26. LIMITED-SERVICE FACULTY

THE UNIVERSITY UTILIZES THE SERVICE OF LIMITED-SERVICE FACULTY IN SITUATIONS IN WHICH THE NUMBER OF FULL-SERVICE FACULTY IN A DEPARTMENT IS NOT ADEQUATE TO COVER THE INSTRUCTIONAL NEEDS OF THE DEPARTMENT FOR A GIVEN QUARTER. LIMITED-SERVICE FACULTY ARE APPOINTED FOR ONE QUARTER, AND SUCH APPOINTMENTS ARE RENEWABLE. LIMITED-SERVICE FACULTY ARE APPOINTED BY THE COGNIZANT ACADEMIC DEAN, UPON THE RECOMMENDATION OF THE DEPARTMENT CHAIRPERSON, AND SUBJECT TO REVIEW BY THE ACADEMIC VICE PRESIDENT. LIMITED-SERVICE FACULTY ARE PAID ON THE BASIS OF CREDIT HOURS TAUGHT AND HIGHEST EARNED DEGREE HELD; THE RATE STRUCTURE IS ESTABLISHED ANNUALLY BY THE BOARD OF TRUSTEES AS PART OF THE ADOPTION OF THE UNIVERSITY BUDGET. LIMITED-SERVICE FACULTY MAY TEACH UP TO EIGHT (8) CREDIT HOURS IN A GIVEN QUARTER, EFFECTIVE JANUARY 1, 1982, AND UP TO TWENTY (20) CREDIT HOURS IN A GIVEN ACADEMIC YEAR; THE PRESIDENT OF THE UNIVERSITY MAY WAIVE THIS LIMITATION FOR A SPECIFIC LIMITED-SERVICE FACULTY MEMBER IN A GIVEN QUARTER OR ACADEMIC YEAR, BUT EXCEPTIONS ARE MADE ONLY UNDER RARE AND UNUSUAL CIRCUMSTANCES. LIMITED-SERVICE FACULTY PARTICIPATE IN THE OHIO STATE TEACHERS RETIREMENT SYSTEM IN ACCORDANCE WITH THE PROVISIONS OF STATE LAW AND APPLICABLE REGULATIONS. LIMITED-SERVICE FACULTY WHO TEACH SIX (6) OR MORE CREDIT HOURS IN A GIVEN QUARTER ARE ENTITLED TO REMISSION OF ONE-HALF OF THE INSTRUCTIONAL FEE FOR COURSES IN WHICH THEY ARE ENROLLED DURING THAT QUARTER, UP TO A MAXIMUM OF

SIX (6) CREDIT HOURS. THE ASSIGNMENT AND UTILIZATION OF LIMITED-SERVICE FACULTY ARE SUBJECT FURTHER TO SUCH REGULATIONS AS MAY BE PROMULGATED BY THE PRESIDENT OF THE UNIVERSITY OR HIS DESIGNEE.

REVISION OF CHARTER, ACADEMIC SENATE  
ARTICLE IV, SECTION ONE

SENATE COMMITTEES.--The Senate shall have two classifications of committees, chartered and those created by the Executive Committee.

Section 1. The chartered committees of the Senate are its standing committees and shall be divided into two categories, elected and appointed chartered committees.

(a) Elected chartered committees:

- (1) The Elections and Balloting Committee;
- (2) The Charter and Bylaws Committee;
- (3) The Executive Committee.

(b) Appointed chartered committees (AS LISTED IN THE BYLAWS OF THE CHARTER OF THE ACADEMIC SENATE).

- ~~(1) The Academic Affairs Committee.~~
- ~~(2) The Academic Events Committee.~~
- ~~(3) The Computer Committee.~~
- ~~(4) The Continuing Education Committee.~~
- ~~(5) The Curriculum Committee.~~
- ~~(6) The Educational Media Committee.~~
- ~~(7) The Library Committee.~~
- ~~(8) The Research Committee.~~
- ~~(9) The Student Affairs Committee.~~
- ~~(10) The Individualized Curriculum Program Committee.~~
- ~~(11) The Student Grievance Committee.~~
- ~~(12) The Honors Committee.~~



REVISION OF ACADEMIC SENATE BYLAW 2  
SECTION 1, GENERAL POLICIES

- (b) No person shall ~~collect or~~ count ballots in any election where he or she is a candidate.

BYLAW 6 APPOINTED CHARTERED COMMITTEES

Section 1. Appointed Chartered Committees and Subcommittees,  
General Provisions:

- (a) The membership of each committee and subcommittee shall include faculty members, administrative members, and student members. In addition to non-voting ex officio members, (as stipulated below in Section 2), all administrative members shall be non-voting members. Quorum shall consist of a simple majority of the voting and non-voting membership.
- (b) Committee and subcommittee members shall be selected as follows:
  - (1) Faculty members, congruent with provisions below, Section 2, shall be appointed by the Senate Executive Committee.
  - (2) Administrative members, congruent with provisions below, Section 2, shall be appointed annually by the President of the University.
  - (3) Student members, congruent with provisions below, Section 2, shall be appointed by Student Council.
- (c) Faculty and student members may serve on no more than one committee or subcommittee unless serving as an ex officio, or liaison, member.
- (d) The committee (subcommittee) chairman shall be elected annually by the membership at the organizational meeting from among the faculty and student voting membership. Members may not be elected as chairmen of committees to which they are assigned, ex officio, as liaison members. Responsibility for the call of the annual organizational meeting will be assigned by the Senate Executive Committee.
- (e) The committee (subcommittee) chairman shall have the responsibility for reporting on the work of the committee (subcommittee) to the Academic Senate as necessary, but no less than once annually. The committee (subcommittee) chairman shall be privileged to offer motions on the floor of the Senate on behalf of the committee (subcommittee).
- (f) ~~Fixed finite~~ LENGTH OF TERM FOR FACULTY MEMBERS on chartered committees and subcommittees shall be established by the Senate Executive Committee. Vacancies shall be made known to the Senate Executive Committee and filled by the appropriate appointing body or officer, at the initiation of the Senate Executive Committee. The latter committee shall make known to the Academic Senate the names of all committee and subcommittee members, as well as the names of chairmen, once elected.

Section 2. Appointed Chartered Committees and Standing Subcommittees,  
Composition of and Charges to:

(a) Academic Planning Committee.

- (1) The committee shall be composed of eight faculty members, with representation from each UNDERGRADUATE college/school of the university; two undergraduate students; ~~THE EXECUTIVE VICE PRESIDENTS OF ALTERNATE DESIGNATED THE ACADEMIC VICE PRESIDENTS OF ALTERNATE DESIGNATED~~ THREE REPRESENTATIVES FROM ADMINISTRATION, ONE OF WHOM SHALL BE AN UNDERGRADUATE college/school Dean.
- (2) The committee shall be responsible for making recommendations to the Academic Senate concerning academic planning.

(b) Academic Programs and Curriculum Committee.

- (1) The committee, as a whole, shall be composed of twelve faculty members, with two representatives from each UNDERGRADUATE college/school of the university; two undergraduate students; ~~THE ACADEMIC VICE PRESIDENTS OF ALTERNATE DESIGNATED~~ TWO REPRESENTATIVES FROM ADMINISTRATION, ONE OF WHOM SHALL BE the Registrar as a non-voting ex officio member; and, ex officio, as liaison members, the chairmen of the committee's standing subcommittees. The chairman of the Academic Programs and Curriculum Committee shall be designated as liaison member to the Academic Standards and Events Committee and shall not be eligible to serve as chairman of either division of the Academic Programs and Curriculum Committee.
- (2) The committee, as a whole, shall be responsible for making recommendations to the Academic Senate as to policy related to academic programs and curriculum matters. This responsibility shall include the review and coordination of division reports and the making of recommendations to the Academic Senate on the basis of such review and coordination. Following decision by the committee, as a whole, on proposals which, if adopted, would affect university general requirements, UNDERGRADUATE college/school degree requirements, such proposals must be referred to the Academic Standards and Events Committee for review. In such instances a joint recommendation to the Academic Senate shall be required. The committee is to develop, subject to approval by the Academic Senate, procedures to govern both committee and division processing of program and course proposals.\*

\* Until new procedures are drafted by the committee, and adopted by the Academic Senate, relevant provisions of Section 2 (e) of the 5 November 1979 edition of Bylaws Of The Charter Of The Academic Senate will govern.  
Agenda Item J.5.b.

- (3) The Academic Programs and Curriculum Committee shall consist of two divisions. The responsibility of the Academic Programs Division shall include the examination and processing of proposals for new programs, change in existing programs, or termination of existing programs, as such proposals are forwarded by the UNDERGRADUATE colleges/schools of the university. The Academic Programs Division shall be composed from the Academic Programs and Curriculum Committee as follows: one representative from each UNDERGRADUATE college/school of the university; one undergraduate student; ~~THE Academic Vice President of~~ ~~ADMINISTRATION~~ ONE REPRESENTATIVE FROM ADMINISTRATION.

The responsibility of the Curriculum Division shall include the examination and processing of proposals for new courses, change in existing courses, or deletion of existing courses, as such proposals are forwarded by the UNDERGRADUATE colleges/schools of the university. The Curriculum Division shall be composed from the Academic Programs and Curriculum Committee as follows: one representative from each UNDERGRADUATE college/school of the university; the Registrar as a non-voting ex officio member; and one undergraduate student. (Ex officio members, other than for the Registrar, shall be excluded from division membership, nor shall any other member serve on both divisions of the committee.)

(b-1) Honors Program and Individualized Curriculum Program Subcommittee.

- (1) The subcommittee shall be composed of eight faculty members, with representation from each UNDERGRADUATE college/school of the university; two undergraduate students who are, or have been, enrolled in Honors courses; two undergraduates who are enrolled in the individualized curriculum program; ~~THE Academic Vice President of~~ ~~ADMINISTRATION~~ THREE REPRESENTATIVES FROM ADMINISTRATION, TWO OF WHOM SHALL BE the appointed director of the Honors Program and the appointed director of the Individualized Curriculum Program as non-voting ex officio members. The chairman of the Honors Program and Individualized Curriculum Program Subcommittee shall be designated as liaison member to the parent Academic Programs and Curriculum Committee.
- (2) The subcommittee shall be responsible for making recommendations to the parent committee, and to the Academic Senate, as to policy related to the development of Honors courses and programs, and as related to the development of the individualized curriculum program.

(b-11) Continuing Education Subcommittee.

- (1) The subcommittee shall be composed of eight faculty members, with representation from each UNDERGRADUATE college/school of the university; two undergraduate students; ~~THE Academic Vice President or alternate designate~~ ~~THE Vice President~~ ~~PUBLIC SERVICES~~ ~~of alternate designate~~ THREE REPRESENTATIVES FROM ADMINISTRATION, ONE OF WHOM SHALL BE the Director of Continuing Education as a non-voting ex officio member. The chairman of the Continuing Education Subcommittee shall be designated as liaison member to the parent Academic Programs and Curriculum Committee.
- (2) The subcommittee shall be responsible for making recommendations to the parent committee, and to the Academic Senate, as to policy related to the development of continuing education courses and programs.

(c) Academic Programs/Auxiliary Services Coordination Committee

- (1) ~~THE COMMITTEE SHALL BE COMPOSED OF EIGHT FACULTY MEMBERS, WITH REPRESENTATION FROM EACH COLLEGE/SCHOOL OF THE UNIVERSITY; TWO UNDERGRADUATE STUDENTS; THE EXECUTIVE VICE PRESIDENT OR ALTERNATE DESIGNATE; THE ACADEMIC VICE PRESIDENT OR ALTERNATE DESIGNATE; ONE COLLEGE/SCHOOL DEAN; AND EX OFFICIO AS LIAISON MEMBER; THE CHAIRMAN OF THE COMMITTEE'S STANDING SUBCOMMITTEES.~~
- (2) ~~THE COMMITTEE SHALL BE RESPONSIBLE FOR MAKING RECOMMENDATIONS TO THE ACADEMIC SENATE CONCERNING THE COORDINATION OF ACADEMIC PROGRAMS AND AUXILIARY SERVICES.~~

(c) Computer Services ~~SUBCOMMITTEE~~ COMMITTEE.

- (1) The ~~SUBCOMMITTEE~~ COMMITTEE shall be composed of eight faculty members, with representation from each UNDERGRADUATE college/school of the university; two undergraduate students; ~~THE EXECUTIVE VICE PRESIDENT OR ALTERNATE DESIGNATE~~ THREE REPRESENTATIVES FROM ADMINISTRATION, TWO OF WHOM SHALL BE AN UNDERGRADUATE college/school Dean; AND the Director of the Computer Center as a non-voting ex officio member. ~~THE CHAIRMAN OF THE COMPUTER SERVICES SUBCOMMITTEE SHALL BE DESIGNATED AS LIAISON MEMBER TO THE PARENT ACADEMIC SUPPORT SERVICES COMMITTEE.~~
- (2) The ~~SUBCOMMITTEE~~ COMMITTEE shall be responsible for making recommendations ~~to the parent committee~~ and to the Academic Senate, as to policy related to faculty and student instructional and research use of the facilities of the Computer Center.

(d) Library and Media Center Services ~~Subcommittee~~ COMMITTEE.

- (1) The ~~subcommittee~~ COMMITTEE shall be composed of eight faculty members, with representation from each UNDERGRADUATE college/school of the university; two undergraduate students; ~~the Executive Vice President of Affairs designate, the Academic Vice President of Affairs designate,~~ FOUR REPRESENTATIVES FROM ADMINISTRATION, TWO OF WHOM SHALL BE the University Librarian and the Director of the Media Center as non-voting ex officio members. ~~The Chairman of the Library and Media Center Services Subcommittee shall be designated as liaison member to the parent Academic Support Services Committee.~~
- (2) The ~~subcommittee~~ COMMITTEE shall be responsible for making recommendations ~~to the parent committee and~~ to the Academic Senate, as to policy related to faculty and student instructional and research use of Maag Library; and as to policy related to faculty instructional and research use of Media Center facilities and services. This responsibility, in regard to Maag Library, shall include the making of recommendations concerned with allocation of budgeted resources for the acquisition of instructional and research materials.

(e) Academic Research Committee.

- (1) The committee shall be composed of eight faculty members, with representation from each UNDERGRADUATE college/school of the university; one undergraduate student; ~~the Executive Vice President of Affairs designate, the Academic Vice President of Affairs designate,~~ THREE REPRESENTATIVES FROM ADMINISTRATION, ONE OF WHOM SHALL BE the Dean of the Graduate School.
- (2) The committee shall be responsible for making recommendations to the Academic Senate as to GENERAL policy related to both internally and externally supported research.

(f) Academic Standards and Events Committee.

- (1) The committee shall be composed of eight faculty members, with representation from each UNDERGRADUATE college/school of the university; two undergraduate students; ~~the Academic Vice President of Affairs designate,~~ TWO REPRESENTATIVES FROM ADMINISTRATION, INCLUDING one UNDERGRADUATE college/school Dean; and, ex officio, as liaison member from the Academic Programs and Curriculum Committee, the chairman of that committee.

- (2) The committee shall be responsible for making recommendations to the Academic Senate as to policy related to academic standards, as well as policy governing academic events. This responsibility shall include the making of recommendations concerned with university general requirements, UNDERGRADUATE college/school degree requirements; the grading system; honors criteria; and, the making of recommendations TO THE CHIEF ACADEMIC OFFICER concerned with ~~the~~ ~~conduct~~ of university academic events, such as graduation ceremonies, honors convocations, and inaugural ceremonies.

(g) Student Academic Affairs Committee.

- (1) The committee shall be composed of six faculty members, with representation from each UNDERGRADUATE college/school of the university; six undergraduate students, with representation from each college/school of the university; ~~the Vice President's Student Services or alternate designee~~ ~~one other administrator~~ TWO REPRESENTATIVES FROM ADMINISTRATION; and, ex officio, as liaison member, the chairman of the committee's standing subcommittee.

- (2) The committee shall be responsible for making recommendations to the Academic Senate as to policy related to the academic sector of student affairs. This responsibility shall include the making of recommendations concerned with general university UNDERGRADUATE admission policy; registration policy; academic advisement policy; and, ~~student discipline policy~~ VIOLATIONS OF THE policy REGULATIONS GOVERNING STUDENT ACADEMIC HONESTY. regarding

(g-1) Student Academic Grievances Subcommittee.

- (1) The subcommittee shall be composed of six faculty members, with representation from each UNDERGRADUATE college/school of the university; six undergraduate students, with representation from each college/school of the university; ~~the Vice President's Student Services or alternate designee~~ ONE REPRESENTATIVE FROM ADMINISTRATION. The chairman of the Student Academic Grievances Subcommittee shall be designated as liaison member to the parent Student Academic Affairs Committee.
- (2) The subcommittee shall be responsible for making recommendations to the parent committee, and to the Academic Senate, as to policy related to student academic grievances. This responsibility shall include the development and adoption, subject to approval by the Academic Senate, of rules and procedures for the processing of student academic grievances.

MEMO TO: DR. DAVID C. GENAWAY  
Librarian

FROM: Hugh W. Manchester, Sectary to the  
Board of Trustees *HWM*

DATE: August 29, 1981

SUJECT: Minutes of Meeting of the Board of  
Trustees of Youngstown State University  
held on June 20, 1981

I am enclosing a xerox copy of the of-  
ficial Minutes of the Board of Trustees meeting referred to above. The  
original Minutes of such Meeting were approved, signed and attested at  
today's meeting of the Board of Trustees.

H.W.M.

HWM:EVT

xc: President Coffelt  
Vice President Gillis  
Vice President Alderman  
Dr. Thomas D. Y. Fok,  
Chairman of the Board





YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44555

August 29, 1981

Dr. Thomas A. Shipka, President  
YSU-OEA  
Youngstown State University  
410 Wick Avenue  
Youngstown, Ohio 44555

Dear Dr. Shipka:

Enclosed for your records find a copy of the Minutes of the Meeting of the Board of Trustees of Youngstown State University which was held June 20, 1981.

Such Minutes were approved at today's meeting of the Board and have now been signed by the Chairman and attested.

Yours very truly,

*Hugh W. Manchester*

Secretary to the Board of Trustees

HWM:EVT

Enc.

xc: Dr. John J. Coffelt



YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44555

August 29, 1981

Mr. Ronald P. Aey, President  
YSU Chapter of OCSEA  
Youngstown State University  
410 Wick Avenue  
Youngstown, Ohio 44555

Dear Mr. Aey:

Enclosed for your records find a copy of the Minutes of the Meeting of the Board of Trustees of Youngstown State University held June 20, 1981.

Such Minutes were approved at today's meeting of the Board and have now been signed by the Chairman and attested.

Yours very truly,

A handwritten signature in cursive script that reads "Hugh W. Manchester".

HUGH W. MANCHESTER  
Secretary to the Board of Trustees

HWM:EVT  
Enc.  
xc: Dr. John J. Coffelt



# YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44555

September 24, 1981

TO THE TRUSTEES OF  
YOUNGSTOWN STATE UNIVERSITY

Enclosed is copy of draft of Minutes of the Meeting  
held on August 29, 1981.

Yours very truly,

*Hugh W. Manchester*  
HUGH W. MANCHESTER

HWM:EVT  
Enc.

Copy to:  
Each of Nine Trustees

Dr. John J. Coffelt, President  
Dr. Bernard T. Gillis, Academic Vice President  
Dr. Neil D. Humphrey, Executive Vice President  
Dr. Taylor Alderman, Vice President Personnel  
Services  
Edmund J. Salata, Dean Administrative Services  
Attorney Edward A. Flask, Legal Counsel  
Attorney Theodore R. Cubbison, Director Legal  
Services  
Mr. Fred W. Rich, State Examiner