

MINUTES OF SPECIAL MEETING

of

BOARD OF TRUSTEES

of

YOUNGSTOWN STATE UNIVERSITY

Tod Administration Building
Tuesday, March 8, 1983

Pursuant to a call by the President, dated February 24, 1983, and to Notices sent by the Secretary of the Board by certified mail on February 28, 1983 to each Trustee, copies of which precede 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, to the Legal Services Officer of the University and to the Executive Director of the Alumni Assoc.) a special meeting (eighty-ninth) of the Board of Trustees of Youngstown State University convened at 4:30 p.m. on Tuesday, March 8, 1983 in the Board Room in the Tod Administration Building.

Eight trustees were present at the meeting, to-wit: Earl W. Brauning, Paul M. Dutton, Dr. Thomas D. Y. Fok, Edgar Giddens, William J. Lyden, Mrs. Emily P. Mackall, William G. Mittler and Frank C. Watson. Dr. John F. Geletka was absent.

Also present were Dr. John J. Coffelt, President, Dr. Neil D. Humphrey, Executive Vice President, Dr. Bernard T. Gillis, Provost, Dr. Taylor Alderman, Vice President Personnel Services, Edmund J. Salata, Dean Administrative Services, Dr. Lawrence E. Looby, Associate Vice President Public Services, Dr. Charles McBriarty, 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 Franklin S. Bennett and approximately 14 other persons, including deans, members of the faculty and members of the news media. Dr. Fok, Chairman of the Board, presided.

ITEM I - PROOF OF NOTICE OF THE MEETING

An affidavit of the Secretary to the Board was available, with official post office forms attached, which show that copies of the President's call of the special meeting dated February 24, 1983 and the Secretary's Notice of the meeting dated February 28, 1983 were mailed by certified mail to each Trustee and the President on February 28, 1983 and by regular mail to the Presidents of the YSU Chapters of OEA and OCSEA, the Legal Service Officer, to Attorney Edward A. Flask, and to the Executive Director of the Alumni Assoc.; that the President and six Trustees received their notices on March 1, 1983 and that two Trustees received their notices on March 2, 1983 and that one Trustee received his notice on March 3, 1983.

On Motion by Mr. Dutton, duly seconded and carried, regular procedures as to the order of business were waived to permit the presentation of two resolutions, copies of which were presented to each Trustee present.

Dr. Fok then read and moved for adoption the following resolution:

ITEM II - Resolution Accepting Resignation of Secretary to Board of Trustees and Appointing a Successor to Such Office

WHEREAS, Hugh W. Manchester, who was appointed as Secretary to the Board of Trustees of Youngstown State University by the adoption of Resolution YR 1967-45 on November 16, 1967, advised this Board by letter dated November 9, 1982 of his wish to resign at a time which would be agreeable to the Board; and

YR 1983-44

WHEREAS, a Search Committee appointed by the Chairman of the Board has since then been considering the appointment of a successor to such office and has recommended the appointment of Franklin S. Bennett, an attorney who resides and practices law in this area as being well qualified to serve in such office.

NOW, THEREFORE, BE IT RESOLVED, that the resignation of Hugh W Manchester as Secretary to the Board of Trustees of Youngstown State University be and is hereby accepted effective March 31, 1983;

BE IT FURTHER RESOLVED, that Franklin S. Bennett be and is hereby appointed Secretary to this Board ef-

fective April 1, 1983, with appropriate stipend and arrangements for his services to be incorporated in writing approved by Mr. Bennett and by the Chairman of the Board of Trustees.

The motion was seconded by Mr. Watson, and after all Trustees present had voted in favor of the motion, the Chairman declared the Resolution duly adopted.

Dr. Coffelt next read and proposed the adoption of the following resolution:

ITEM III - Resolution to Authorize Conferral of an Honorary Degree

WHEREAS, Hugh W. Manchester received the AB degree from Cornell University in 1926 and the LLB from Harvard in 1929; and

YR 1983-45

WHEREAS, upon passing the Ohio Bar Examination and being admitted to the practice of law in February, 1930 he became a member of the Youngstown law firm of Kennedy, Manchester, Ford, Bennett and Powers; and

WHEREAS, he became a trustee of the YMCA in 1930, and in 1932 was appointed to the Board of Governors of the Youngstown Association School operated by the YMCA, commencing his public service to the institution that was to become Youngstown State University; and

WHEREAS, when the Youngstown Association School became Youngstown College in 1937, he was appointed to the Board of Trustees. In 1942 he was appointed Secretary to the Board of Trustees of Youngstown College, a position he filled with distinction and dedication but without salary or remuneration for 25 years; and

WHEREAS, during the transition from the private institution, Youngstown University, to the public institution, Youngstown State University, in 1967 he contributed countless hours of legal service to assure the integrity of the new institution and to guarantee that employees of the private institution would not be harmed by such action; and

WHEREAS, in 1967 he was appointed Secretary of the first Board of Trustees of Youngstown State University and has now served Youngstown State University and its predecessor institution for 51 years; and

WHEREAS, for all these years he has provided words of wisdom, guidance and counseling to the leaders of the various institutions; and

WHEREAS, he is recognized by all as the unofficial University historian and authority on information regarding the University, its growth and development.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby authorize and direct the granting and conferral of the degree Doctor of Laws, honoris causa, upon Attorney Hugh W. Manchester, with all of the rights and privileges attendant thereto.

BE IT FURTHER RESOLVED, that the Board of Trustees in behalf of itself, the administration, the faculty and students past and present, as well as the community served by Youngstown State University express their appreciation for his assistance and advice and loyal service and extend to him its best wishes in all his future endeavors; and further that a copy of this Resolution be furnished to Attorney Manchester.

Mr. Watson moved the adoption of such resolution and the motion was seconded by Mr. Mittler. After discussion and affirmative vote by each Trustee present, the Chairman declared the Resolution adopted.

ITEM IV - Resolution Concerning A Building Site

Mr. Dutton, Chairman of the Building and Property Committee, reported that such Committee had met on March 1 and March 4 to confer with Richard Fleischman and James Bonaface who are commencing to develop a Long Range Master Plan for facilities for the University, with local architects who will be preparing plans and specifications for the proposed new "High-Tech" Building and with some of the University Administrative Staff, concerning a site for such new building; and that such Committee had determined to recommend a proposed resolution for adoption by the Board of Trustees.

He then read and moved for adoption the following resolution:

"WHEREAS, money has been appropriated to construct a building titled "Institute for Advanced Applied Science and Technical Studies" (also known as the "High-Tech" building); and

WHEREAS, the educational specifications for the building have been approved by the Board of Trustees and the architect selected; and

WHEREAS, the building architect and the University's planning consultants have reviewed all possible sites on campus to locate this building and have recommended the site on Wick Avenue in front of the parking deck and have recommended as an alternate the parking lot on Bryson Street and Spring Street; and

WHEREAS, the University administration concurs in the recommendation;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve locating the "Institute for Advanced Applied Science and Technical Studies" on Wick Avenue in front of the parking deck provided all necessary arrangements can be made; and

BE IT FURTHER RESOLVED, that if the necessary arrangements cannot be satisfactorily resolved, the Board of Trustees hereby approves locating the building at the corner of Spring Street and Bryson Street."

The motion was seconded by Mr. Lyden. In the discussions which followed, it was noted that acquisition of the parking lot to the south of the preferred site would be desirable but not essential; that ample parking facilities were readily accessible and that space to the north was available if expansion should be desired in the future.

All Trustees present voted in favor of the motion, and the Chairman declared the Resolution adopted.

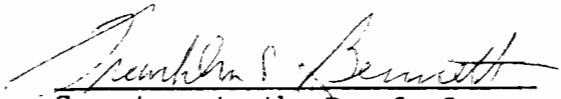
There being no further business, the meeting of Trustees was duly adjourned at 4:45 p.m.



Chairman of the Board of Trustees

APPROVED:

ATTEST:



Secretary to the Board of Trustees



Former Secretary to the Board of Trustees

Thomas D. Y. Fok

325 South Canfield-Niles Road, Austintown, Ohio 44515

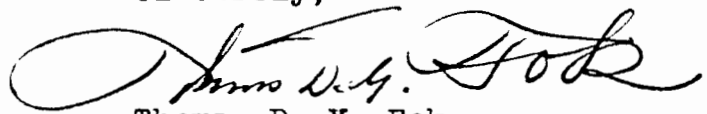
March 9, 1983

To: President John J. Coffelt
Members of the Board of Trustees
Secretary of the Board of Trustees

I am appointing to the Committee of Public Affairs of the Board of Trustees of Youngstown State University Mrs. Emily P. Mackall, as Chairperson, Paul M. Dutton, and William J. Lyden.

Dr. Coffelt, as President of the University, and I will serve as ex-officio members of this committee in accordance with the by-laws.

Sincerely,



Thomas D. Y. Fok
Chairman of Board of Trustees
Youngstown State University

mcb

cc: Dr. John J. Coffelt, President
Mr. Earl W. Brauninger
Atty. Paul M. Dutton
Dr. John F. Geletka
Mr. Edgar Giddens
Mr. William J. Lyden
Mrs. Emily P. Mackall
Mr. William G. Mittler
Mr. Frank C. Watson
✓ Atty. Hugh W. Manchester



YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44555

March 10, 1983

Franklin S. Bennett, Esquire
c/o Manchester, Bennett, Powers & Ullman Co., LPA
1100 Bank One Building
Youngstown, Ohio 44503

Dear Mr. Bennett:

Subsequent to your meeting with our Committee of the Board to search for a Secretary to the Board of Trustees of Youngstown State University, the Committee voted unanimously to suggest that you be appointed as Secretary to succeed Hugh W. Manchester, who wished to resign.

This is to advise that the Board on March 8, 1983 acted to accept Hugh W. Manchester's resignation as Secretary and to appoint you as Secretary to the Board effective April 1, 1983. A copy of the Resolution which was adopted by affirmative vote of all Trustees present at the meeting is enclosed for your information.

For the purpose of recording our understanding with you, the following conditions are applicable to your appointment:

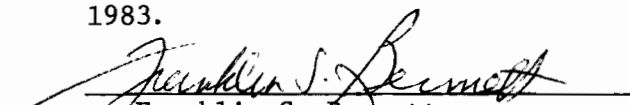
1. Your duties and responsibilities will be as provided in the laws of Ohio and the Bylaws of the Board of Trustees or in any Resolution adopted by the Board, and will consist chiefly of giving notices of meetings of the Board and attending and recording the Minutes of all meetings of the Board and its several Committees as well as other duties which the Board may prescribe. It is understood and agreed that you are an appointee of the Board and accountable to the Board. However, you will cooperate with the President and other officers of the University as well as with the officers and members of the Board in helping the Board members to promote the proper maintenance, and successful continuous operation of the University.
2. We understand that the legal firm of which you are a member is entitled to your full time and services; that in due course its records will reflect the amount of time spent by you on behalf of the University as well as any expenditures which it may make at your request in connection with University matters (such as costs of postage, xeroxing, special files or equipment which you may need) and that such firm will provide for the typing of records and correspondence at no cost to the University; that at times stationery not supplied by the University may be used. Also that your stipend checks will be endorsed by you to your firm in the same manner as any other monies which you may receive for your services; and that you will furnish the University, at least annually, and more often, if requested, a record of the number of hours spent by you in carrying out your responsibilities to the University.

- 3. For your services you will be paid a stipend, initially at the rate of \$2,000.00 per month, it being understood that the rate to be paid during the Fiscal Year beginning July 1, 1983, and each fiscal year thereafter will be reviewed and determined as you and the Board's Budget and Finance Committee may agree when the Budget for the next fiscal year is under consideration by such Committee.
- 4. Should you and such Committee fail to agree on the amount of your stipend, your services will be terminated as of June 30 prior to the start of the next Fiscal Year and in any event, your services may be terminated by the Board at any time or by you upon giving the Board Chairman at least three months notice in writing of your intention to resign.
- 5. It is agreed that you are not and will not be treated as eligible for any pension, hospital insurance or other benefits to which full or part time employees of the University may be entitled; that insofar as the income tax laws of the United States or the State of Ohio or the City of Youngstown are concerned, or any accidents in which you may be involved, you will be treated as an independent contractor and not as an employee of the Board or the University.

If these conditions are agreeable to you, please so indicate by dating and signing the approval below on two of the copies of this communication enclosed herewith so that one copy can be filed in the Minutes of the Board and another signed copy furnished to the President for administrative use.


 Chairman of the Board of Trustees

Accepted and approved
 this 10TH day of March,
 1983.


 Franklin S. Bennett

MEMORANDUM TO: DR. JOHN J. COFFELT, President

FROM: Hugh W. Manchester, Secretary to
the Board of Trustees

DATE: March 11, 1983

SUBJECT: Agreement with Franklin S. Bennett

Enclosed is an executed copy of the Agreement covering the understanding as to Hank Bennett's services as Secretary to the Board. This was executed in quadruplicate in my office on March 10. I am holding one signed copy to be placed in the official Board Minutes in your office following the Minutes of the March 8 Board meeting. Dr. Fok and Hank Bennett each have a signed copy, and the enclosed copy is for use in your office.

Also enclosed is a xerox copy which you may wish to place with the Executive Vice President's records.

XC: Dr. Thomas Fok
Franklin S. Bennett



YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44555

March 25, 1983

TO THE TRUSTEES OF
YOUNGSTOWN STATE UNIVERSITY

Enclosed is copy of draft of Minutes of the Special Meeting
of the Board of Trustees held on March 8, 1983.

Yours very truly,

HUGH W. MANCHESTER
Secretary to the Board of Trustees

HWM:EVT

Enc.

Copy to: Each of Nine Trustees
Dr. John J. Coffelt, President
Dr. Bernard T. Gillis, Provost
Dr. Neil D. Humphrey, Executive Vice President
Dr. Taylor Alderman, Vice President Personnel
Services
Edmund J. Salata, Dean of Administrative Services
Attorney Edward A. Flask, Legal Counsel
Attorney Theodore R. Cubbison, Legal Services Officer
Mr. Fred W. Rich, State Examiner

MEMO TO: DR. DAVID C. GENAWAY
LIBRARIAN

FROM: FRANKLIN S. BENNETT
Secretary to the Board of Trustees *JSB*

DATE: April 22, 1983

SUBJECT: Minutes of Meeting of the Board of
Trustees of Youngstown State University
held February 11, 1983 and

Minutes of Special Meeting of the Board
of Trustees held March 8, 1983

I am enclosing a xerox copy of the original
Minutes of each of the Board of Trustees Meetings referred to above.

The original Minutes of each meeting were
approved, signed and attested at today's meeting of the Board of Trustees.

F.S.B.

FSB:EVT

xc: President John J. Coffelt
Provost Bernard T. Gillis
Vice President Taylor Alderman
Dr. Thomas Fok, Chairman of the Board