

YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44503

OFFICE OF THE PRESIDENT

January 15, 1975

TO THE TRUSTEES OF
YOUNGSTOWN STATE UNIVERSITY

This notice is to advise you that the next regular meeting of the Trustees of Youngstown State University will be held on Saturday, February 1, 1975 at 11:00 a.m. in Rooms 216 and 217 in Kilcawley Center.

This is in accordance with action taken at the last meeting of the Board held on November 23, 1974.

An informal conference will be held in Room 220 in the same building, commencing at 10:00 a.m., which is one hour prior to the regular meeting.

The President's office will advise as to the Agenda.

Hugh W. Manchester

Secretary to the Board of Trustees
of Youngstown State University

HWM MM

Copies of the above Notice were mailed on January 15, 1975 to the 10 persons listed on the reverse side of this page.

Hugh W. Manchester

William J. Brown
The Youngstown Vindicator
Vindicator Square
Youngstown, Ohio 44503

Dr. Bertie B. Burrowes
529 North Avenue
Youngstown, Ohio 44502

Mr. Edward J. DeBartolo, Jr.
Edward J. DeBartolo Corporation
7620 Market Street
Youngstown, Ohio 44512

Carl L. Dennison
Butler, Wick & Company
6th Floor, Union Natl. Bank Bldg.
Youngstown, Ohio 44503

Mrs. Ann L. Isroff, Chairman
11 Wildfern Drive
Youngstown, Ohio 44505

John M. Newman
1010 Union National Bank Bldg.
Youngstown, Ohio 44503

Albert J. Shipka
c/o United Steel Workers of America
Realty Building
47 Central Square
Youngstown, Ohio 44503

Fred C. Shutrump, Jr. President
United Construction Company
3749 Mahoning Avenue
Youngstown, Ohio 44515

Robert E. Williams
1359 Virginia Trail
Youngstown, Ohio 44505

Dr. John J. Coffelt, President
Youngstown State University
410 Wick Avenue
Youngstown, Ohio 44503



YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44503

January 15, 1975

Mr. E. C. Abram
President YSU-OEA
Youngstown State University
410 Wick Avenue
Youngstown, Ohio 44503

Dear Mr. Abram:

Enclosed is copy of notice being mailed today,
relative to meeting of the Board of Trustees of Youngs-
town State University scheduled for 11:00 a.m. on
Saturday, February 1, 1975.

Yours very truly,

Hugh W. Manchester
Secretary to the Board of Trustees

HWM MM
Enclosure

Xc Dr. John J. Coffelt, President
Mrs. Ann L. Isroff, Chairman

MINUTES OF MEETING

of

BOARD OF TRUSTEES

YOUNGSTOWN STATE UNIVERSITY

Kilcawley Center
Saturday, February 1, 1975

Pursuant to determination by the Board at its last meeting, and the foregoing Notice which was mailed on January 15, 1975 to all Trustees (with copies to the President of the University and to the President of the YSU Chapter of OEA), a regular meeting (forty-second meeting) of the Board of Trustees of Youngstown State University convened at 11:00 a.m. on Saturday, February 1, 1975 in Rooms 216-217 in Kilcawley Center.

Six Trustees were present at and throughout the meeting: Mrs. Ann L. Isroff, William J. Brown, Dr. Bertie B. Burrowes, John M. Newman, Albert J. Shipka and Robert E. Williams. Three Trustees were absent: Edward J. DeBartolo, Jr., Carl L. Dennison and Fred C. Shutrump, Jr.

Also present were Dr. John J. Coffelt, President, Dr. Earl E. Edgar, Vice President for Academic Affairs, Dr. Karl E. Krill, Vice President for Administrative Affairs, Joseph S. Rook, Vice President for Financial Affairs, Dr. Taylor Alderman, Assistant Vice President for Academic Affairs, Dr. Lawrence E. Looby, Special Assistant to the President, Philip A. Snyder, Director of University Relations, Dr. William O. Swan, Faculty Personnel Administrator, Miss Patricia Davis, Secretary to the President, Hugh W. Manchester, Secretary to the Board of Trustees, John G. Ingram, Assistant Attorney General of Ohio, and about twenty other persons, including students, Deans, members of the faculty and staff, and representatives of the news media.

Mrs. Isroff, Chairman of the Board, presided and announced that a quorum was present.

ITEM I - Proof of Notice of Meeting

Evidence to establish that due notice of the meeting had been mailed by the Secretary to each Trustee was presented and precedes these minutes. An Agenda for the meeting and supplemental materials had been furnished by the President's office to each Trustee on or about January 24, 1975.

ITEM II - Minutes of the Meeting held November 23, 1974

Copies of the draft of minutes of the forty-first

meeting held on November 23, 1974 had been mailed on December 11, 1974 to each Trustee, the President, each Vice President, and the State Examiner. No changes or corrections were suggested. Such minutes were approved, on motion made by Mr. Williams, seconded by Mr. Brown and duly carried, and the minutes were signed by the Chairman and attested by the Secretary.

ITEM III - Recommendations by the President of the University

(1) Resolution to Supersede the Sick Leave Conversion Policy

On recommendation of the President, and after a motion made by Mr. Brown was seconded by Dr. Burrowes received the affirmative vote of all Trustees present, the Chairman declared the following resolution duly carried:

WHEREAS, Amended House Bill 1295 was passed as YR 1975-24 emergency legislation to amend and clarify the language in the present law by amending Section 124.39, and to enact Section 124.391 of the Ohio Revised Code to clarify conversion of sick leave for employing units of the State of Ohio; and

WHEREAS, Section 124.391 of the Ohio Revised Code provides a minimal policy for sick leave conversion and establishes authority for all employing units to adopt a policy of its own.

THEREFORE, BE IT RESOLVED, that Resolution YR 1974-7 and YR 1975-15 appertaining to Sick Leave Conversion, as adopted by this Board, be rescinded and a resolution be adopted to conform to Section 124.391 of the Ohio Revised Code; and

BE IT FURTHER RESOLVED, that all full-time employees of Youngstown State University at the time of retirement who have completed ten (10) or more years of active service with the University or a combination of ten (10) or more years of active service with the University together with other State of Ohio units as specified by law, shall receive payment based on the employee's rate of pay at retirement for one-fourth of the employee's accrued but unused sick leave at retirement up to a maximum accrual of one hundred and twenty days (1/4 of 120 days [30 days]). Upon accepting such payment, all sick leave credit accrued

up to that time shall be eliminated. Such payment shall be made only once to an employee. An employee who returns to University service or any other State service after retiring may accrue and use sick leave as before, but may not convert the unused sick leave at the time of second retirement. Sick leave conversion does not apply to any termination or separation other than retirement; and

BE IT FURTHER RESOLVED, that payment for accrued unused sick leave shall be made to all employees who have retired under the Board's policy on sick leave conversion as set forth in Resolution YR 1974-7, as authorized by Section 124.391 of the Ohio Revised Code, and who comply with the Board's policy in all other respects.

(2) Resolution to Ratify Faculty/Staff Appointments

After the President reported concerning recent appointments to the faculty and staff, and after a motion made by Mr. Newman, was seconded by Mr. Shipka and received the affirmative vote of all Trustees present, the Chairman declared the following resolution duly carried:

WHEREAS, the Regulations 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 1975-25

WHEREAS, new appointments have been made subsequent to the November 23, 1974 meeting of the Board of Trustees; and

WHEREAS, such appointments are in accordance with the 1974-75 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.

(3) Resolution to Revise Policy on Broadcast Rights for Football and Basketball Games

On recommendation of the President, and after a motion made by Mr. Shipka, was seconded by Mr. Williams and received the affirmative vote of all Trustees present, the Chairman declared the following resolution duly adopted:

BE IT RESOLVED, that the Board of Trustees of Youngstown State University hereby approves and adopts the Policy on Broadcast Rights for Football and Basketball Games attached hereto as Exhibit B; and YR 1975-26

BE IT FURTHER RESOLVED, that Resolution YR 1974-9 is hereby superseded by this action.

(4) Resolution on University Direction and Outreach

The President reviewed the history of the goals of Youngstown State University and its predecessors in furnishing opportunities for study in the fields of higher education, and commented upon the need for continuing review and emphasis upon such goals.

After a motion made by Dr. Burrowes, and seconded by Mr. Newman received the affirmative vote of all Trustees present, the Chairman declared the following resolution duly adopted:

WHEREAS, the Youngstown University was a regional institution providing post high school education for the residents of Mahoning and Shenango valleys; and YR 1975-27

WHEREAS, the Youngstown University was amalgamated into the Higher Education System of Ohio pursuant to the August 15, 1967 Agreement and Plan of Transition signed by the Ohio Board of Regents and the Attorney General; and

WHEREAS, this Agreement recognized that the University should continue to provide comprehensive higher education programs in its traditional area;

AND WHEREAS, it seems appropriate, from time to time, to restate, for the direction of all concerned with the University, the mission and goal of Youngstown State University.

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Youngstown State University hereby adopts the following Declaration of Direction and Program Outreach; and directs the President, with appropriate consultation, to review and prepare a clarifying statement of the general mission of the University which is consistent with this declaration, with such statement to be presented to the Board for its consideration and adoption.

DECLARATION OF DIRECTION AND OUTREACH

As the University faces the last quarter of the twentieth century, it is appropriate to reaffirm the basic assumption of institutional direction and program outreach under which the University operates. The University acknowledges, with pride, its identity with the City of Youngstown. As a state university, however, its responsibility is to be preeminent as a leader in its service region which includes the five-county area --Columbiana, Mahoning and Trumbull counties in Ohio and Mercer and Lawrence counties in Pennsylvania.

The educational services of the University must meet the needs of students who range in age from recent high school graduates to senior citizens; programs that range from one-day conferences through associate, baccalaureate and graduate professional preparation. These programs shall provide for the residents of the geographic area a wide range of opportunities for personal enrichment, occupational and professional training, and general education.

ITEM IV - Report of the President of the University

Dr. Coffelt reported concerning the following matters:

1. As to alleged missing security office records, three committees are at work: (1) Committee on Policy re Employment Records; (2) Committee on Policy re Student Records; and (3) Committee on Security on Campus. Only the first committee has made any report, and that was just received and is under administrative review.

2. The Budget for 1975-76 may not be completed prior to the April, 1975 Board meeting because of uncertainty as to (1) possible delay in action by the General Assembly of Ohio, which has under consideration possible new methods for determining state

funding and possible action to freeze or reduce student fees; and (2) possible delays which may arise because of pending negotiations with the YSU Chapter of OEA, which negotiations have just commenced.

3. Many proposed Bills are pending in the Ohio General Assembly which, if adopted, may have great impact on the operations of YSU. Mr. Philip Rogers is keeping abreast of such proposed legislation.

4. The proposed curriculum at Youngstown State University for students of the new Medical School, is under study and review. Applications for admission greatly outnumber the possible openings for students. Youngstown State University has so far received 214 applications for admission. It will be able to accept only about one-third of the 40 openings planned for the first year.

5. In addition to the 10 pledges aggregating \$57,371 secured through Youngstown State University for MEDCO (previously reported), a \$15,000 contribution from the Ward Beecher Foundation and a \$3,000 pledge from G. F. Business Equipment, Inc. Foundation have been received, making a total in excess of \$75,000 secured by Youngstown State University toward meeting its share of acquisition costs.

6. Dr. Coffelt called upon John Ingram, an Assistant Attorney General of Ohio, who reported concerning the following subjects:

(a) His investigation concerning the Jambar's article of October 22, 1974 indicated that files had been removed from the office of the Director of Security by unknown persons; that access to such files had been given to the Jambar staff; that it is now impossible to determine what happened to such files, and his recommendations to prevent such occurrences in the future are a part of his written report. Pursuant to a motion by Mr. Newman, seconded by Mr. Brown, which motion was carried unanimously, such written report on Missing Files, as submitted by Mr. Ingram, was received by the Trustees and is made a part of the record of this meeting by attaching a copy thereof to these minutes. YR 1975-28

(b) Because of litigation now pending in the Supreme Court of Ohio, as well as several Bills now pending in the Ohio Legislature, concerning the subject of collective bargaining with public employees, Mr. Ingram's opinion that bargaining with representatives of classified employees is illegal, and O.A.G. 67.083 on which such opinion was based, may become inapplicable.

(c) House Bill 800, effective January 1, 1975 has waived the state's sovereign immunity against being sued, and permits actions for damages in a Special Court of Claims against the state and its instrumentalities. All State Universities are affected, and many Presidents of such Universities are hoping for legislative action which will permit the purchase of insurance to protect Universities and their officers and employees. Mr. Ingram questions the correctness of the Attorney General's Opinion 74-098 that it is not proper to purchase liability insurance for the University, its officers or employees. Mr. Newman also questions the correctness of such O.A.G. opinion.

(d) Answers on behalf of the Trustees and officers of Youngstown State University have been filed in two actions pending in the Mahoning County Court of Common Pleas, one filed by Dr. Winston H. Eshleman (as to his tenure) and the other filed by Mary Catherine Murphy (as to her proper classification as a nursing employee). Both actions are now at issue.

ITEM V - Report of the Vice President for Academic Affairs

Dr. Edgar reported concerning the following matters:

1. A joint committee of five faculty members and five local physicians is to decide on admissions to the Medical School of persons who apply for admission through YSU. Many applications are being received and of a total of 40 to be admitted for the 1975-76 academic year, only about 13 may be accepted at each of Youngstown State University, Kent State and Akron State. All applications must be in by February 15, 1975.

2. At the instance of Miami University, some consideration is being given to the possible change from the present quarter system to a semester system. The Regents have approved, provided easy transferability of students between campuses within a service area is not seriously affected. The matter will again be reviewed with the Deans and Chairmen involved and other Universities with whom YSU's calendar must harmonize will be consulted.

3. A 21 member evaluation team of the National Council for Accreditation of Teacher Education and the Ohio State Department of Education, under the chairmanship of Dr. Robert

Saunders of Memphis State University, will visit the campus February 9-12, 1975; and will review reports on both undergraduate and graduate programs offered in the School of Education.

ITEM VI - Report of the Vice President for Administrative Affairs

Dr. Krill reported concerning the following:

1. Remodeling of the older portions of Kilcawley Center, to eliminate 24 units for heating and air-conditioning from the roof, and to renew the wall, floor and ceiling treatments of three eating areas, was approved by the Building Committee on December 12, 1974, at a cost of not to exceed \$583,979 (from Development Reserve available). Siebert, Worley, Cady, Kirk will begin design promptly.

2. Winter Quarter Enrollment (1974) has increased slightly: to 13,111 head count (up about 3%) and to 10,128 F.T.E. (up 1%). Out of state students has fallen from about 33% in 1968 to about 10% at present. Average age is increasing. In 1970-71 less than 5% were over 30 years of age, and in 1974-75 more than 12% are over 30. 154 students are above 50, of whom 12 are above 70. The proportion of women students is rising. A summary of Head Count Statistics, Residency and Student Load, and Credit-Hour Production for winter quarters in 1974 and 1975 was presented.

ITEM VII - Report of the Vice President for Financial Affairs

Mr. Rook presented and commented upon the following written Financial Reports:

1. Fall Quarter 1974 Awards of Financial Aid were made to 4,809 students, in amounts aggregating \$724,730. If Veterans GI Bill and on-campus student employment is considered, more than 55% of the full-time students enrolled in the Fall Quarter will receive some financial assistance. Direct student loans are decreasing and Basic Opportunity Grants are increasing. A Commission is studying financial aid to students in public and private colleges in Ohio.

2. Current Income and Expense summaries for the period July 1, 1974 to December 31, 1974 were presented. It is expected that Income and Expense for the year ending June 30, 1975 will be about as budgeted.

3. Financial Statement dated December 31, 1974

On motion by Mr. Newman, seconded by Mr. Williams, YR 1975-29 carried by the unanimous vote of all Trustees present, such Financial Reports and Statements were received, to be placed on file.

ITEM VIII - Reports of Committees

1. Building and Property Committee - Mr. Shipka reported for such Committee that one property had been acquired and that the purchase of five additional properties was pending approval by the State Controlling Board.

After a motion by Mr. Shipka was seconded by Mr. Brown and received affirmative vote of all Trustees present, the Chairman declared the following resolution duly carried:

NOW BE IT RESOLVED, that the acquisition of the following property acquired as provided under YR 1970-24, be hereby confirmed and approved. YR 1975-30

UNIVERSITY FUNDS

112 Wade Street, City Lot No. 9016, City of Youngstown.
Purchased from: George Davis and Mrs. Calenthe Davis

As a matter of information the following properties are pending approval of the Controlling Board, State of Ohio:

212 Adams Street, City Lot No. 17368
City of Youngstown
Owner: Will and Dara Mae Teague

649 Elm Street, City Lot No. 16066
City of Youngstown
Owner: Willie F. White

326 N. Walnut Street and 125 Grove Court
City Lot No. 3688 and 3687 part,
City of Youngstown
Owner: Rose Ugolini

416 N. Walnut Street, City Lot No. 9007
City of Youngstown
Owner: Donna Jean Rossi

418 N. Walnut Dstreet, City Lot No. 9006
City of Youngstown
Owner: Pasqualina Montana

2. Ad Hoc Committee on Insurance - Mr. Newman reported that such Committee had met during the summer and decided that a study of YSU insurance and bid procedures should be made by a firm of qualified insurance counsellors; that after consideration the firm of Carlin-Black Company of Columbus, Ohio had been retained to make such studies and suggestions, and that such firm would report back to the Committee.

3. Budget and Finance Committee - Resolution on Transfer and Distribution of Institutional Funds

Mr. Williams, acting for Mr. Dennison, reported that in the 1974-75 operating budget, institutional funds had been budgeted to cover salary increases for classified civil service employees which were anticipated due to probable legislative mandate; that on November 7, 1974 the Board of Regents authorized distribution of \$221,816 to Youngstown State University to partially reimburse it for the mandated Civil Service increases; and that the institutional funds so originally budgeted should be re-budgeted to provide a special fund to cover liabilities for sick leave conversion for employees who retire.

After a motion by Mr. Williams, seconded by Mr. Newman received the affirmative vote of all Trustees present, the Chairman declared the following resolution duly carried:

WHEREAS, the Ohio Board of Regents has distributed funds to universities in partial reimbursement for Civil Service increases mandated by HB 1416 for fiscal 1975; and YS 1975-31

WHEREAS, the University had previously budgeted funds to cover such anticipated costs.

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby ratify, authorize and approve the transfer, redesignation and establishment of institutional funds in the amount of \$221,816 to establish a Sick Leave Conversion Development Fund, and that the President or his designate be authorized to expend such funds in accordance with the Board's policy on Sick Leave Conversion, with a report

of such expenditures to be made to the Board annually.

BE IT FURTHER RESOLVED, that the Board of Trustees does hereby ratify, authorize and approve the transfer of interest income earned during 1974-75 on temporary investment of current operating funds to development projects as determined by the Finance Committee.

4. Committee on Student Affairs - Resolution to Revise Kilcawley Center Board Constitution

Mr. Shipka reported that the Committee on Student Affairs recommended certain changes in the constitution of the Kilcawley Center Board.

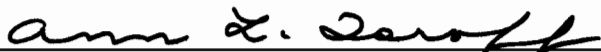
After a motion by Mr. Shipka, seconded by Dr. Burrowes received the affirmative vote of all Trustees present, the Chairman declared the following resolution carried:

NOW BE IT RESOLVED, that the Board of Trustees of Youngstown State University hereby approves and adopts the Kilcawley Center Board Constitution attached hereto as Exhibit C as recommended by the Student Affairs Committee, and directs the President to reproduce and distribute the revised Constitution as appropriate. YR 1975-32

BE IT FURTHER RESOLVED that Resolution YR 1973-13 and YR 1974-16 are hereby superseded by this action.

ITEM IX - There were no further questions or discussion concerning any of the communications which had been furnished to the Trustees, and there was no unfinished or new business to consider.

On motion by Mr. Brown, seconded by Mr. Newman, YR 1975-33 and unanimously carried, it was determined that the next regular meeting of the Board of Trustees would be held on Saturday, April 26, 1975, commencing at 11:00 a.m. in Rooms 216-217 of Kilcawley Center.


Chairman of the Board of Trustees

ATTEST:


Secretary to the Board of Trustees

Youngstown State University
Resolution for New Appointments
Since November 23, 1974

<u>NAME</u>	<u>TITLE</u>	<u>DEPARTMENT</u>	<u>DATE OF EMPLOYMENT</u>	<u>ANNUAL SALARY RATE</u>	<u>CONTRACT MONTHS</u>	<u>COMMENTS</u>
Amodio, Paul	Director of Athletics	Athletics	January 1, 1975	\$24,000	12 months	
Bartholow, Lester C.	Instructor	Home Economics	January 1, 1975 through June 30, 1975	Total \$ 6,800	9 months	6-month terminal
Beatty, Elaine	Assistant Comptroller	Comptroller	February 1, 1975	\$14,000	12 months	classified to unclassified
George, Karen E.	Academic Advisor	School of Business Administration	December 1, 1974	\$ 8,800	12 months	
*Hunt, Marlene	Project Director	Youth Service Bureau Evaluation Project (Criminal Justice)	January 13, 1975 through June 30, 1975	Total \$ 5,692		terminal
Leck, Glorianne M.	Acting Chairman	Educational Foundations	January 1, 1975 through June 30, 1975	\$19,122	12 months	9 months faculty to 12 months admin.
Loch, John R	Director	Continuing Education and Public Services	January 1, 1975	\$19,500	12 months	
Racioppo, Vincent C.	Administrative Assistant	School of Education	January 1, 1975 through June 30, 1975	Total \$ 5,700		6-month terminal

*Funded by Special Grant from State Agency

Agenda Item D.2.
Exhibit A

Youngstown State University
 Resolution for New Appointments
 Since November 23, 1974

<u>NAME</u>	<u>TITLE</u>	<u>DEPARTMENT</u>	<u>DATE OF EMPLOYMENT</u>	<u>ANNUAL SALARY RATE</u>	<u>CONTRACT MONTHS</u>	<u>COMMENTS</u>
Shanley, Mark G.	Coordinator of Student Activities	Student Affairs	January 20, 1975 through June 30, 1975	Total \$ 5,435		terminal interim position
Schupbach, Steven E.	Technician (Radio)	Broadcasting	December 23, 1974	\$ 9,500	12 months	
Syring, Pierson R.	Grants and Contracts Administrator	Financial Affairs	January 1, 1975	\$16,500	12 montns	from Chief Accountant

Agenda Item D.2.
 Exhibit A



YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44555

February 1, 1975

Policy on Broadcast and Cablecast Rights for Football and Basketball Games

1. There will be no charge for broadcasting or cablecasting rights to Youngstown State University football or basketball games.
2. Radio broadcast rights will be granted only to stations agreeing to broadcast live all regular season home and away games. Broadcast rights to holiday tournaments, NCAA playoffs and other special games will be granted by the President or his designate on an individual basis according to NCAA regulations.
3. Television broadcast and cablecast rights will be granted by the President or his designate on a very selective basis. The University encourages delayed coverage.
4. Radio stations wishing to broadcast football or basketball games must submit an annual request for broadcast rights to the Athletic Director. Applications for football broadcast rights must be made in writing by July 15. Applications for basketball broadcast rights must be submitted in writing no later than October 15.
5. The University reserves the right to require prior approval of all sponsors and commercial announcements connected with the game broadcasts or cablecasts. This approval shall be coordinated through the Athletic Director's Office to insure compliance with NCAA regulations.
6. The placement and installation of broadcast and cablecast equipment at all home games will be approved by the Athletic Director after consultation with the Director of Physical Plant.
7. Stations or cable companies granted broadcast or cablecast rights shall be expected to assume all costs connected with the airing of home and away games.
8. Delivery of Broadcast or cablecast rights will not be effectuated until the "Broadcast Rights Contract" or "Cablecast Rights Contract" has been signed by the appropriate officer of the broadcast station or cable company and the appropriate administrative officer of the University.

January 30, 1975

REPORT ON MISSING FILES

Pursuant to the request of President Coffelt, that the undersigned take whatever steps deemed appropriate to ascertain the whereabouts of the records which were the basis for the article carried on the front page of the October 22, 1974 issue of The Jambar, the following report is submitted:

Ancillary to determining the present whereabouts of the missing files, it was necessary to determine the circumstances under which the files in question were made available to the editorial staff of The Jambar.

The evidence is clear that the material which was the basis for the article was kept in the office of the Chief of Security. Each member of the Security staff upon request, with the exception of one, submitted to questioning under oath before a court reporter regarding any knowledge they might have concerning the disappearance of the files. Each member denied having any knowledge of the disappearance or present whereabouts of the files. One member of the Security staff refused to submit to questioning under oath. I agreed to waive the oath. He again refused. He later agreed to answer written questions under oath, which questions were prepared and submitted to him. The answers have not been received as of this date. It is my understanding that this employee has submitted his resignation.

The editor of The Jambar at the time of the publication was contacted at his present place of employment, he having graduated from YSU at the end of the last quarter. The former editor was reluctant to talk about the incident but did, however, agree to answer questions in writing. The former editor refused to answer the questions as submitted; however, did respond in writing saying that he had no knowledge as to the present whereabouts of the files, saying further that an answer to the question would appear to infringe upon privileges possessed by him.

The present editor of The Jambar was interviewed regarding her knowledge concerning the missing files. She and the complete editorial staff submitted an affidavit stating they have no knowledge as to the present whereabouts of the files.

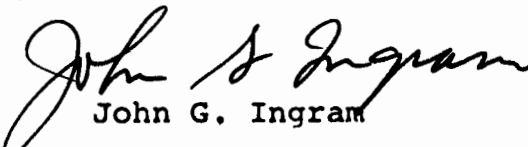
The evidence shows that the files were removed from the office of the Chief of Security by unknown persons who apparently gave access to said files to The Jambar staff. The Jambar wrote the article in question without checking the authenticity of the material supplied. It is impossible at this point to determine the present whereabouts of said files. It is my opinion that the files have been destroyed.

While a free press is essential under our form of government, members of the Fourth Estate are under a duty to ascertain the authenticity and truthfulness of materials furnished which serve as the basis for news articles.

It is recommended that the editorial staff of The Jambar be subjected to greater supervision regarding the publication of its paper. This is especially true in view of the abrogation of the Sovereign Immunity Doctrine by the Ohio State Legislature effective January 1, 1975. Under the new law, the university would be liable in money damages for the tortuous acts of the Jambar staff in the publication of its paper.

It is further recommended that the records which the security staff is required to keep should be locked and placed under direct supervision of the Chief of Security. It is imperative that the files not be violative of any faculty, student or employee's constitutional rights. The files should contain only such material as relates to criminal activities committed while on campus.

Respectfully submitted,


John G. Ingram

YOUNGSTOWN STATE UNIVERSITY
KILCAWLEY CENTER BOARD CONSTITUTION

ARTICLE I. NAME

The governing body of the Kilcawley Center shall be known as the Kilcawley Center Board.

ARTICLE II. PURPOSE

The purpose of this Board shall be to provide for a campus-centered life through comprehensive, social, cultural and recreational programs for the Youngstown State University Community.

ARTICLE III. AUTHORITY

The Board shall have authority for establishing and maintaining cultural, social, recreational, and educational programs and activities to be provided by the Center. It shall be responsible for recommending the appointment of the Director of the Center and shall be advisory to said Director in recommending and maintaining a balanced annual operating budget and in developing rules and regulations governing scheduling, use of facilities, and services within the Center. Nothing in this Constitution shall limit in any way the final authority of the President and the Board of Trustees over all persons, boards, committees and organizations connected with or utilizing Kilcawley Center facilities; or as superseding their authority for establishing rules and regulations governing the use of the facilities, conduct on campus, social regulations, or expenditures of University funds.

ARTICLE IV. MEMBERSHIP

Section 1. General

The Kilcawley Center Board shall consist of 15 voting members: eight undergraduate students, one graduate student member, three faculty members, two administrative staff members and one alumnus member. The Director of Kilcawley Center shall serve as an ex-officio, non-voting member and secretary of the Board.

Section 2. Student Membership

A. The eight undergraduate students appointed as follows:

1. Five representatives appointed by the outgoing Board each spring. Three of these shall be designated as chairpersons of standing committees.

2. Two representatives selected by a majority vote of Student Council.
 3. One representative of Student Government appointed by the President of Student Government.
- B. One graduate student appointed by the Dean of the Graduate School.
- C. Qualifications for Student Members.
1. Undergraduate students must be enrolled and in good standing while serving as members of the Board.
 2. A graduate student must be enrolled in a graduate program each quarter during which he is a member of the Board, and must maintain good standing.

Section 3. Faculty Representatives

Three faculty representatives appointed by the Executive Committee of the Academic Senate.

Section 4. Staff Members

- A. One Student Affairs representative appointed by the Dean of Student Affairs.
- B. One Financial Affairs representative appointed by the Vice President for Financial Affairs.

Section 5. Alumni Membership

One Alumni Representative appointed by the President of the University.

Section 6. Term of Office

The term of office for all voting members of the Board shall be from the beginning of new business at the first meeting in May until the end of old business at the first meeting in May one year later.

Section 7. Vacancies

A vacancy shall be filled in the same manner as the original appointment. The appointment shall be for the remainder of the term and shall be effective immediately.

Section 8. Loss of Membership

The Board shall have authority to determine cause for loss of membership and provide appropriate procedures in its bylaws.

ARTICLE V. OFFICERS

Section 1. Composition

- A. The officers of the Kilcawley Center Board shall be Chairperson, Vice-Chairperson, and Secretary.

Section 2. Terms of Office

- A. The Chairperson shall be elected from the student membership at the first meeting of the Board during May of each year and shall serve until the election of a new Chairperson.
- B. The Vice-Chairperson shall be elected by the Board from the student membership at the first meeting of the Board during May of each year and shall serve until the election of a new Vice-Chairperson.
- C. The Director of Kilcawley Center shall serve as Secretary.

Section 3. Duties

- A. The Chairperson shall preside at all Kilcawley Center Board meetings and shall be responsible for the business of the Board.
- B. The Vice-Chairperson shall assist the Chairperson with all Kilcawley Center Board affairs and shall assume the duties in the absence of the Chairperson.
- C. The Secretary shall compile the agenda for each meeting of the Board, notify members of meetings, record the official minutes and perform other duties as may be assigned by the Chairperson.

ARTICLE VI. MEETINGS

Section 1. Regular Meetings

The Kilcawley Center Board shall hold at least one meeting each month of the Fall, Winter, and Spring Quarters.

Section 2. Quorum Requirements

Eight members of the Board shall constitute a quorum for all regular and special meetings. No fewer than three of such eight

members present shall be members of the faculty, staff and/or alumnus; at least four members present must be students.

Section 3. Special Meetings

Special meetings may be called by the Director of Kilcawley Center, by the Chairperson or by any three (3) members of the Board.

Section 4. Summer Meetings

The Board shall function as necessary during the summer months; however, quorum requirements for meetings shall be reduced to five members, including at least three student members. Student members need not be enrolled during the summer quarter.

ARTICLE VII. COMMITTEES

Section 1. Standing Committees

Standing committees shall be formed to carry out responsibilities of the Board; size, qualifications for memberships, length of appointments, responsibilities and duties of the committees and other appropriate matters shall be determined by the Board in its bylaws.

Section 2. Other Committees

The Board shall be empowered to appoint such additional committees and subcommittees as may be needed to accomplish its purposes.

ARTICLE VIII. DIRECTOR

The Director of Kilcawley Student Center shall be appointed by the President of the University and be responsible to the President or his designate. The Director shall be responsible for the total operation of the Center with exception of the Bookstore. This responsibility shall include implementation of programs established by the Board, scheduling activities in the building, food service, selection of personnel, and managing financial aspects of the Center. The Director shall seek the guidance of the Board in preparing the annual operating budget and developing rules and regulations for use of the Center. The Director shall be responsible for managing the financial affairs of the Center and shall confer with appropriate financial affairs officers as necessary to assure compliance with State and University financial regulations and policies, and shall give a financial report to the Board monthly.

ARTICLE IX AMENDMENTS

Any member of the Board may propose an amendment to the Constitution. Such proposed amendment shall be filed with the Chairperson or Secretary for a first reading at the Board's next regular meeting. At the following regular meeting of the Board, such amendment shall be voted upon and, if approved by a 2/3 majority of the total voting membership of the Board, forwarded to the President of the University for presentation to the Board of Trustees.

ARTICLE X. RULES OF ORDER

In cases not covered by this Constitution, Robert's Revised Rules of Order shall be the required rules of order.

TO: RICHARD J. OWEN, LIBRARIAN
YOUNGSTOWN STATE UNIVERSITY

FROM: HUGH W. MANCHESTER, SECRETARY TO
BOARD OF TRUSTEES

DATE: FEBRUARY 1, 1975

SUBJECT: Minutes of Meeting of Board of Trustees of
Youngstown State University held November 23, 1974.

Per Resolution YR 1975-4 I am enclosing herewith a
xerox copy of the Official Minutes of the meeting of the Trustees
held on November 23, 1974, as approved, signed, and attested today.

Xc President Coffelt
Vice President Edgar
Vice President Alderman
Mrs. Isroff

YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44503

OFFICE OF THE PRESIDENT

February 1, 1975

Mr. E. C. Abram, President
YSU Chapter of the OEA
Youngstown State University
410 Wick Avenue
Youngstown, Ohio

Dear Mr. Abram:

For your records I enclose herewith a copy of the Minutes of the Meeting of the Board of Trustees of Youngstown State University held on November 23, 1974. The original of these minutes were approved by the Board and signed by the Chairman and attested when the Board met today.

Yours very truly,

Hugh W. Manchester

Secretary to the Board of Trustees

HWM MM
Enclosure

Xc Dr. John J. Coffelt, President

YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44503

OFFICE OF THE PRESIDENT

February 13, 1975

Trustees of
Youngstown State University

Gentlemen:

Enclosed is draft of minutes of the Meeting
of Trustees held February 1, 1975.

Yours very truly,

Hugh W. Manchester

Secretary to the Board of Trustees
of Youngstown State University

HWM MM
Enclosure

These minutes mailed to the following on February 13, 1975

William J. Brown
Dr. Bertie B. Burrowes
Edward J. DeBartolo, Jr.
Carl L. Dennison
Mrs. Ann L. Isroff
John M. Newman
Albert J. Shipka
Fred O. Shutrump, Jr.
Robert E. Williams

Dr. John J. Coffelt, President
Dr. Karl E. Krill, Vice President
for Administrative Affairs
Dr. Earl E. Edgar, Vice President
for Academic Affairs
Mr. Joseph S. Rook, Vice President
for Financial Affairs
Mr. Hershel Rickard, University State
Examiner

(TRUSTEES)

Hugh W. Manchester