

**Finding Aid for William Rayen College of Engineering and Technology,
1973-2007**



Record Group Number RG #17

University Archives and Special Collections William F. Maag, Jr. Library Youngstown State
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Descriptive Summary

- Title:** The William Rayen College of Engineering and Technology, 1973-2007
- Creator:** The Deans and Dean's staff from the William Rayen College of Engineering and Technology. Much of the material was donated/transferred by Terry Fullum, Academic Administrator of the WRCE&T, and Cynthia Hirtzel, Dean.
- Extent:** 7 boxes (8.75 cubic feet)
- Abstract:** Materials were maintained by the Dean's office and reflect the activities and operations of the William Rayen College of Engineering from approx. 1973-2007 before it became known as the College of Science, Technology, Engineering and Mathematics.

Administrative Information

- Provenance:** The various Deans and administrative staff of the William Rayen College of Engineering and Technology.
- Preferred Citation:** Youngstown State University, William Rayen College of Engineering and Technology, 1973-2007. RG # 17, Archives & Special Collections, William F. Maag, Jr. Library, Youngstown State University, Youngstown, Ohio.
- Restrictions:** None
- Processing :** Processed by Lisa Marie Garofali, Summer 2019
- Finding Aid:** Written by Lisa Marie Garofali

Historical Background

While the material in this collect date from 1973-2007, Engineering programs emerged out of the Liberal Arts College of Youngstown College in the early 1930s with the first engineering curricula listed in the 1932 catalog.¹ According to Frank D'Isa, the Engineering School was inaugurated in 1939 in a single room in the rear of the basement of the main building of Youngstown College (Jones Hall). During this time, there was one full-time faculty member for engineering, Bryon W. Mottinger.

It wasn't until 1944 that the School of Engineering officially had a home and a dean. Louis A. Deesz joined Youngstown College as a part-time faculty member in 1940 and became dean of the Engineering School in 1944. The college leased the Judge William Rayen Building on Wick Avenue for use as an engineering school (hence the name William Rayen College of Engineering). Dean Deesz served in this capacity until 1950, when he suddenly passed away due to a heart attack. Frank M. Ellis was then appointed as Acting Dean of Engineering.

Edward C. Franklin was appointed as Dean of Engineering in spring of 1954. Shortly after his appointment, Youngstown College President, Howard W. Jones, was notified that the day programs in electrical and mechanical engineering were accredited by the ECPD (Engineers' Council for Professional Development) for three years. The evening classes, however, would not be accredited until at least 80 percent of the teaching was done by full-time faculty. The accrediting agency also suggested the appointment of department heads within the engineering school.

The second ECPD (ABET) accreditation visit occurred in 1957, resulting in accreditation for both the day and evening programs in electrical and mechanical engineering; in 1959, accreditation of the day and evening programs in civil engineering was added. During this time, Dean Edwards resigned and took a faculty position elsewhere and now Michael J. Charignon became Dean.

Charignon's time as dean saw much excitement and development to the School of Engineering. In 1965, the University applied for a state grant of \$5,000,000, which it received under certain conditions, to build a new Science and Engineering building. It was during the groundbreaking ceremonies on March 08, 1966, the Ohio Governor Rhodes invited the university to become a branch of the state university system (the beginnings of a "YSU"). The Engineering School now moved from the Judge William Rayen building on Wick Avenue to the campus core, but kept the William Rayen name. The five-story L-shaped building contained 171,000 square feet of usable floor space which included 48 laboratories, 30 classrooms and eight research and development rooms. This was the first time all six engineering departments could be housed within the same building.

In 1971, The School of Engineering was reaccredited by ECPD (ABET) with metallurgical engineering added to the civil, electrical and mechanical engineering. Other programs were accredited later (chemical engineering in 1974 and industrial engineering in 1987). The Metallurgical Engineering department was merged with the Chemical Engineering in 1971 as an

¹ D'Isa, Frank. "A History of Engineering at Youngstown State University" Copyright 2007 by Frank A. D'Isa and Daniel H. Suchora. p.26.

effort to regain student interest by broadening the scope of their offering. The metallurgical engineering/materials science faculty continued to offer a high quality program, but lost ABET accreditation in 1982 when the number of faculty had been reduced to three because of low enrollment. The faculty meeting minutes of the Metallurgical/Material Science and Chemical Engineering Department in boxes 2 and 3 of this collection, compliment these occurrences.

Due to ill health, Dean Michael Jean Charignon relinquished his position in June 1977 and was succeeded by George A. Sutton. George Sutton remained as dean until 1994 and this collection documents much of his time as dean of the William Rayen College of Engineering. It was Dean Sutton who instituted an annual ceremony inducting engineering graduates into the Order of the Engineer (box 7). Inductees pledged to uphold the obligation of an engineer and would receive a ring to wear as symbol of membership. The Order was established in the United States by OSPE in 1970, and patterned after the Order of the Ring in Canada.

Effective in Fall 1993, the administration relocated the Department of Engineering Technology from Cushwa Hall to the Engineering Science Building and united it with the William Rayen School of Engineering, resulting in a name change to William Rayen College of Engineering and Technology. Within the College, the Department of Engineering Technology was named School of Technology.

After George Sutton retired in June 1994, Frank Tarantine, a long time serving faculty member and chairman of the Mechanical Engineering Department, served as Acting-Dean until spring 1995 when Charles A. Stevens became Dean. During Stevens' time as dean, the School of Engineering and Technology underwent a much needed renovation (see the series on Facilities). The renovations cost over 6\$ million and included: enhance offices and classrooms, upgraded computer facilities with state-of-the-art technology and equipment, and modernize the 208 seat auditorium to a 21st century classroom facility.

During the renovation period, the College was relocated to the Phelps Building at the corner of Lincoln Avenue and Phelps Street across from Williamson Hall. Renovations also occurred in the departments. In 1997, the Departments of Civil and Environmental Engineering and Chemical Engineering were combined to be Civil/Environmental and Chemical Engineering. Electrical Engineering was renamed Electrical and Computer Engineering. Mechanical Engineering and Industrial Systems Engineering were joined to become Mechanical and Industrial Engineering. Materials Engineering was discontinued, but a few courses are still offered to service other engineering programs. The program options for the School of Technology were Civil and Construction, Electrical and Utility, Drafting and Design, and Mechanical Technology.

In 2001, the Engineering Science Building was renamed Moser Hall in appreciation of a gift of \$1.5 million from an alumnus, Danial H. Moser, who earned a BE degree in Mechanical Engineering in 1955. Dean Stevens retired that June and the School received its first female Dean, Dr. Cynthia S. Hirtzel. This collection closes at the end of Dr. Hirtzel's time as dean when she stepped down in June 2007. It was in the beginning of Fall 2007, that the administrative reorganization combined departments of the College of Arts and Sciences with

the College of Engineering Technology to establish a new college, the College of Science, Technology, Engineering and Mathematics (STEM).

Currently, all academic programs in Engineering and Technology in the College of Science, Technology, Engineering, and Mathematics (STEM) are accredited. The College is housed in Moser Hall. The building still bares the name “William Rayen School of Engineering” even though everyone refers to it as Moser Hall or the College of STEM. Since the mid-1930s, 12,692 degrees have been awarded to 11,085 “engineering” alumni according to the 2007 update of Frank D’Isa’s “History of Engineering at Youngstown State University” of which most of this information was gathered from and can be found in box 6 folder 17.

Scope and Content

This collection is artificially arranged by material type alphabetically. Dates range from 1973-2007. Most of the material reflects on the leaderships of Deans George Sutton and Charles Stevens. It is disappointing that no earlier files were contained which show more of the development of the college; however, this collection does a decent job describing the last 30 years of the William Rayen College of Engineering and Technology before it was reorganized and became the College of STEM (Science, Technology, Engineering and Mathematics). Accreditation from the mid 1980s and 1990s are included. In terms of historical documents of the college, the most useful items would be the faculty department minutes, the newsletters, the “scrapbooks” in the Publicities series and items within the Governance series which include annual reports. To get an idea of the colleges involvement with the community, the series on Agreements and contracts is suggested. The Facilities series includes items related to the major renovations in the mid 1990s. The Student Organization and Events includes topics such as the Order of the Engineer and the Engineering Student Societies Council material. There are some materials on other engineering student groups but not a significant amount.

Colophon

This collection was processed and finding aid written by Lisa Marie Garofali who has an M. A. in History from YSU and is a 12 year employee of the Archives and Special Collections. Most of the collection came within two records transfers in 2006. The 3 scrapbooks were donated by Terry Fullum, academic administrator in the College of Engineering and Technology. At least four of the boxes of mixed materials were transferred by Cynthia Hirtzel when she stepped down as the Dean of the College of Engineering and Technology. The original collection contained about 10 boxes. Items which were weeded included duplicated material, faculty syllabi (referenced the records retention schedule) and enrollment statistics which included personal information all of which should be maintained in the University Records office.

Series Description

Series I : Accreditation and Programs

Series II: Agreements and Contracts

Series III: Committees and Minutes

Series IV: Correspondence

Series V: Facilities
Series VI: Governance
Series VII: Media
Series VIII: Newsletters
Series IX: Publicity
Series X: Student Organizations and Events
Series XI: Subject Files

Related Materials

D'Isa, Frank A. "A history of "engineering" at Youngstown State University" Youngstown, Ohio : Frank A. D'Isa, 2nd ed. c2007.

The Archives and Special Collections also maintains all the Bachelors and Masters theses from the William Rayen College of Engineering.

Index Terms

Accreditation Board for Engineering
Cantar Corporation
Crum, Ralph G.
D'Isa, Frank
Engineering Student Societies Council
General Motors
GM Delphi Packard
Hirtzel, Cynthia
Northeast Ohio Robotics Competition
Ohio Society of Professional Engineers
Ohio Steel Industry Advisory Council
Omega Chi Epsilon
Order of the Engineer
Phi Kappa Phi
Public Service Institute
Sigma Xi
Stevens, Charles
Sutton, George
Tarantine, Frank
Tau Beta Pi
Traficant Jr., James
Wean, Raymon J.
Youngstown Area Community Action Council
YSU-Technology Development Corporation

BOX 1

SERIES I: Accreditation and Programs

A majority of this series pertains to the accreditation for the William Rayen College of Engineering and Technology with ABET (The Accreditation Board for Engineering and Technology). There are a couple handbooks and training manuals for students and a copy of the full institutional self study of YSU for accreditation for the Higher Learning Commission.

Box	Folder No.	Contents
1	1	Accreditation and Programs. ABET. Manual of Evaluation Procedure. 1996
1	2	Accreditation and Programs. ABET. Visit. 1989
1	3	Accreditation and Programs. ABET. Yearbook. 1995
1	4	Accreditation and Programs. Chemical Engineering. ABET. Vol. II. June
1	5	1995 Accreditation and Programs. Civil and Environmental Engineering. for Undergraduate Students 1994
1	6	Accreditation and Programs. Civil Engineering Department. Progress Report. 1992
1	7	Accreditation and Programs. Civil and Environmental Engineering. Self-Study and Report. Graduate Program April 1996
1	8	Accreditation and Programs. Civil and Environmental Engineering. Self-Study Questionnaire. Vol. II copy 1. June 1995
1	9	Accreditation and Programs. Civil and Environmental Engineering. Self-Study Questionnaire. Vol. II copy 2. June 1995
1	10	Accreditation and Programs. Electrical Engineering Department. Computer Engineering/Digital Option. 2003-2004
1	11	Accreditation and Programs. Electrical Engineering. Self-Study Questionnaire. Vol II. June 1995.
1	12	Accreditation and Programs. Industrial and Systems Engineering. Assessment Survey of ISE Graduates. 1995
1	13	Accreditation and Programs. Master of Science in Engineering and Material Sciences. 1985, undated.
1	14	Accreditation and Programs. Mechanical Engineering. Self-Study Questionnaire. Vol. II. June 1995
1	15	Accreditation and Programs. Mechanical Engineering. CADAM 2d Drafting Training Manual. Jan. 1988
1	16	Accreditation and Programs. Mechanical Engineering. McADAM 20D Drafting training Manual. May 1988
1	17	Accreditation and Programs. Mechanical Engineering. CAEDS Solid Modeling (I-DEAS Geomod). March 1988
1	18	Accreditation and Programs. Mechanical Engineering. CAEDS Engineering Analysis (I-DEAS Supertab). May 1988
1	19	Accreditation and Programs. William Rayen College of Engineering. ABET Report Originals. June 1992
1	20	Accreditation and Programs. William Rayen College of Engineering. Self-Study Report. Vol. I. June 1995

- 1 21 Accreditation and Programs. William Rayen College of Engineering. Self- Study Report. Vol I. June 1995
- 1 22 Accreditation and Programs. William Rayen College of Engineering. Appendix II- Institutional Profile Engineering Programs to the Self-Study Report. 2001
- 1 23 Accreditation and Programs. Youngstown State University. Institutional Self-Study Report. 1998

BOX 2

SERIES II: Agreements and Contracts

The William Rayen College of Engineering and Technology worked with area business on projects, offered expertise and services. This series contains some of the partnerships and project agreements and contracts between the university and businesses. A majority of the material pertain to YSU-Technology Development Corporation. The YSU-TDC “was established in 1990 to foster research activities in the region’s private sector, to promote and encourage partnerships between YSU and area businesses, and for other similar and related activities” (agreement document from Box 2 folder 6).

Box Folder No. Contents

- 2 1 Agreements and Contracts. Cantar Corporation Contract. 1993
- 2 2 Agreements and Contracts. General Motors Project.1995-1998
- 2 3 Agreements and Contracts. GM Delphi Packard. 1999-2000
- 2 4 Agreements and Contracts. Youngstown Area Community Action Council. 1976
- 2 5 Agreements and Contracts. YSU-Delphi Packard Collaborative Project. CRE-FORM Project. 1997
- 2 6 Agreements and Contracts. YSU-Technology Development Corporation. 1994-1995. Pt. 1 of 4
- 2 7 Agreements and Contracts. YSU-Technology Development Corporation. 1994-1995. Pt. 2 of 4
- 2 8 Agreements and Contracts. YSU-Technology Development Corporation. 1994-1995. Pt. 3 of 4
- 2 9 Agreements and Contracts. YSU-Technology Development Corporation. 1994-1995. PT. 4 of 4
- 2 10 Agreements and Contracts. YSU-Technology Development Corporation. 1995-1997
- 2 11 Agreements and Contracts. YSU-TDC and Cleveland Advanced Manufacturing Program. 1996-1997
- 2 12 Agreements and Contracts. YSU-TDC Environmental Services Accomplishments. 1994
- 2 13 Agreements and Contracts. YSU-TDC Fireline Edison Seed Grant. 1995
- 2 14 Agreements and Contracts. YSU-TDC New Releases and Clippings. 1990-1995
- 2 15 Agreements and Contracts. YSU-TDC OSIAC Contract. 1994-1995
- 2 16 Agreements and Contracts. YSU-TDC W.C. “Butch” Dyer. 1994
- 2 17 Agreements and Contracts. YSU-TDC YSU Licensing Agreement. 1996-1997

SERIES III: Committees and Minutes

This series pertains to the Committees, Task Forces, and Department Minutes kept within the Dean's office of the William Rayen College of Engineering and Technology. Most of the committees pertain directly with the individual college while others cover university-wide issues (budget, academic chairpersons, provost's committees etc...) Some minutes are in great detail with corresponding information attached, while others such as the Athletic Committee or the New Music Festival Committees contain just a piece of correspondence suggestion faculty members for the committees or pardons to be exempted from the committee. Perhaps the most important piece of material in this series are the department minutes and faculty minutes. These show the development of the departments and changes in faculty and would be valuable for anyone seeking information on the William Rayen College of Engineering and Technology.

Box	Folder No.	Contents
2	18	Committees and Minutes. Academic Computing Subcommittee. 1997, 1999
2	19	Committees and Minutes. Academic Council (University-wide). 1997-1998
2	20	Committees and Minutes. Academic Council (WRCE-wide). 1992, 1997
2	21	Committees and Minutes. Academic Senate Executive Committee. 1985, 1987, 1995
2	22	Committees and Minutes. Ad Hoc Committee on Equipment Replacement. 1992
2	23	Committees and Minutes. Appeals Panel. 1990
2	24	Committees and Minutes. Athletic Committee. 1990
2	25	Committees and Minutes. Budget Committee (WRCE-wide). 1993-1994
2	26	Committees and Minutes. Budget Committee (University-wide). 1991, 1997
2	27	Committees and Minutes. Business Services Coordinating Committee. 1990
2	28	Committees and Minutes. Center for Engineering Research and Technology Task Force. 1996
2	29	Committees and Minutes. Chairpersons Committee (University-wide)1997-1998
2	30	Committees and Minutes. Chairpersons Committee (WRCE-wide). 1985-1987
2	31	Committees and Minutes. Chairpersons Committee (WRCE-wide). 1987-1991
2	32	Committees and Minutes. Chairpersons Committee Minutes. 1992-1994
2	33	Committees and Minutes. Chairpersons Committee Minutes. 1995-1999
2	34	Committees and Minutes. Chairpersons Committee Minutes. 1998, 2000-2002
2	35	Committees and Minutes. Chairmans Meeting Minutes. Faculty Perusal. 1997-1998
2	36	Committees and Minutes. Chairmans Meeting Minutes. Handbook. 1996
2	37	Committees and Minutes. Chairpersons Task Force. 1993, undated
2	38	Committees and Minutes. Chemical Engineering and Material Science Faculty Meeting. 1973, 1975
2	39	Committees and Minutes. Chemical Engineering and Material Science Faculty Meeting. 1975-1976
2	40	Committees and Minutes. Chemical Engineering and Material Science Faculty Meeting. 1976-1977
2	41	Committees and Minutes. Chemical Engineering and Material Science Faculty Meeting. 1977-1978

BOX 3

SERIES III: Committees and Minutes (cont'd)

Box	Folder No.	Contents
3	1	Committees and Minutes. Chemical Engineering and Material Science Faculty Meeting. 1978-1979
3	2	Committees and Minutes. Chemical Engineering and Material Science Faculty Meeting. 1979-1980
3	3	Committees and Minutes. Chemical Engineering and Metallurgical Engineering Faculty Meeting. 1980-1981
3	4	Committees and Minutes. Chemical Engineering and Metallurgical Engineering Faculty Meeting. 1981-1982
3	5	Committees and Minutes. Chemical Engineering and Metallurgical Engineering Faculty Meeting. 1982-1983
3	6	Committees and Minutes. Chemical Engineering and Metallurgical Engineering Faculty Meeting. 1983-1984
3	7	Committees and Minutes. Chemical Engineering and Metallurgical Engineering Faculty Meeting. 1984-1985
3	8	Committees and Minutes. Chemical Engineering and Metallurgical Engineering Faculty Meeting. 1985-1986
3	9	Committees and Minutes. Chemical Engineering Minutes. 1986-1992
3	10	Committees and Minutes. Chemical Engineering Minutes. 1994
3	11	Committees and Minutes. Chemical Engineering and Civil and Environmental Engineering Joint Meeting. 1998
3	12	Committees and Minutes. Chemical and Civil/Environmental Engineering Minutes. 2002-2005
3	13	Committees and Minutes. Chemical Hygiene Committee. 1997
3	14	Committees and Minutes. Committee on Chairperson Development. 1996
3	15	Committees and Minutes. Committees of the College of Engineering and Technology. 1993-1996
3	16	Committees and Minutes. Committees, General. 1998
3	17	Committees and Minutes. Computer Task Force/ Computer Service (WRCE). 1985-2000
3	18	Committees and Minutes. Computer Advisory Task Force. 1985-1990
3	19	Committees and Minutes. Co-op Task Force. 1995
3	20	Committees and Minutes. Deans Advisory Council. 24 September 1996
3	21	Committees and Minutes. Deans Advisory Council. October and November 1996
3	22	Committees and Minutes. Deans Advisory Council. 05 November 1996
3	23	Committees and Minutes. Deans Advisory Council. Agenda. 1997
3	24	Committees and Minutes. Deans Advisory Council. 20 February 1997
3	25	Committees and Minutes. Deans Advisory Council. 6 March 1997
3	26	Committees and Minutes. Deans Advisory Council. 22 April 1997
3	27	Committees and Minutes. Deans Advisory Council. 15 October 1997
3	28	Committees and Minutes. Deans Advisory Council. Membership. 1988-1995
3	29	Committees and Minutes. Dean's Council Minutes. 1998

3	30	Committees and Minutes. Degree Audit Committee. 1987, 1989
3	31	Committees and Minutes. Department Chairpersons Evaluation Ad Hoc Committee. 1974-1996
3	32	Committees and Minutes. Director of Undergraduate Recruitment Search Committee. 1995
3	33	Committees and Minutes. Distinguished Professorship Committee. 1991-2004
3	34	Committees and Minutes. Electrical Engineering Department Minutes. 1996-1998
3	35	Committees and Minutes. Electrical and Computer Engineering Faculty Meeting Minutes. 1999-2004
3	36	Committees and Minutes. Electronic Campus Team. 1996
3	37	Committees and Minutes. Environmental Studies Advisory Committee. 1995-1996
3	38	Committees and Minutes. Exceeding Your Expectations. Team 1. 1992
3	39	Committees and Minutes. Faculty Minutes (WRCE). 1975-1986
3	40	Committees and Minutes. Faculty Minutes. 1984-1989, 1997, 2001
3	41	Committees and Minutes. Faculty Minutes. 2000-2002
3	42	Committees and Minutes. Focus Group (WRCE) 1991
3	43	Committees and Minutes. General Education Subcommittee on Writing. 1996
3	44	Committees and Minutes. GIS Task Force. 1996
3	45	Committees and Minutes. Graduate Studies Committee (WRCE). 1994-1995
3	46	Committees and Minutes. Hazardous Materials Committee. 1985-1988
3	47	Committees and Minutes. Industrial Advisory Council. 2003
3	48	Committees and Minutes. Industrial Management/supervision Program Meeting. 1997
3	49	Committees and Minutes. Industrial and Systems Engineering Faculty Meeting. 1995
3	50	Committees and Minutes. Industrial and Systems Engineering Faculty Meeting. 2003
3	51	Committees and Minutes. Integrated Technologies Committee. 1994
3	52	Committees and Minutes. Interdisciplinary Environmental Engineering Masters Degree Task Force. 1993
3	53	Committees and Minutes. Library Committee. 1994-1995
3	54	Committees and Minutes. Mahoning Valley Water Development Technical Planning Committee. 1989
3	55	Committees and Minutes. Managing for the Future Task Force. 1992
3	56	Committees and Minutes. Mechanical Engineering Department Meetings. 1997-1998
3	57	Committees and Minutes. New Music Festival Committee. 1990
3	58	Committees and Minutes. Ohio Steel Industry Advisory Commission Committee on Research and Technology. 1992-2000

BOX 4

SERIES III: Committees and Minutes (cont'd)

Box Folder No. Contents

4	1	Committees and Minutes. Ohio Steel Industry Advisory Council Commissioner's Members. 1996-1997
4	2	Committees and Minutes. Professional Development Committee. 1987-1993, 2000
4	3	Committees and Minutes. Promotions Appeal Committee. 1989-1990
4	4	Committees and Minutes. Provost's Advisory Committee. 1993, 1995, 1998
4	5	Committees and Minutes. Reality Task Force. 1991
4	6	Committees and Minutes. Recruitment Committee. 1995-1996
4	7	Committees and Minutes. Safety Committee. 1978-1979
4	8	Committees and Minutes. Search Committee for the Engineering Dean. 1993
4	9	Committees and Minutes. St. Elizabeth's Hospital Task Force. 1995
4	10	Committees and Minutes. Student Discipline Hearing Panel. 1990
4	11	Committees and Minutes. Student Recruiting Task Force (WRCE) 1988-1989
4	12	Committees and Minutes. Student Recruiting Task Force (WRCE) 1988
4	13	Committees and Minutes. Task Force Assignments. 1978
4	14	Committees and Minutes. Task Force I Definition of School Mission. 1978
4	15	Committees and Minutes. Task Force II Professional Development. 1978-1980
4	16	Committees and Minutes. Task Force III Academic Development. 1978
4	17	Committees and Minutes. Task Force IV. Communication. 1978-1979
4	18	Committees and Minutes. Task Force V. Civic Development. 1978
4	19	Committees and Minutes. TDC Task Force Outreach. 1995
4	20	Committees and Minutes. Minutes of the Technology Executive Council of the American Society for Engineering Education. 1997

SERIES IV: Correspondence

A majority of the correspondences date from the mid 1980s-1990s. Correspondences pertaining to a specific subject are alphabetized after the general correspondence from the Dean's office.

Box	Folder No.	Contents
4	21	Correspondence. General. 1985-2000
4	22	Correspondence. Assistant to the Dean. 1995
4	23	Correspondence. Awards Miscellaneous. 1996, undated
4	24	Correspondence. Budget Related Correspondence. 1992-2002
4	25	Correspondence. Curriculum Proposals. 1998
4	26	Correspondence. Dean's List. 1991
4	27	Correspondence. Elderhostel and Over 60 Program. 1993-1995
4	28	Correspondence. Faculty Miscellaneous. 1986-1993
4	29	Correspondence. James Traficant, Jr. 1989
4	30	Correspondence. Legislative. 1979-1995
4	31	Correspondence. Off-Campus Course Offerings. 1984-1997
4	32	Correspondence. Raymond J. Wean Lectureship Program. 1976-1984
4	33	Correspondence. Reorganization. 1998
4	34	Correspondence. Research Challenge. 1986-1987

SERIES V: Facilities

Most of this series refers to the physical building of the William Rayen College of Engineering and Technology and two folders on the Public Service Institute which housed the Center for Engineering Services. The WRCE underwent renovations in the mid-1990s included laboratory renovations, updated classroom space and intrabuilding wiring for the electronic campus.

Box	Folder No.	Contents
4	35	Facilities. Center for Engineering Services. Public Service Institute. 1983-1988. Pt. 1 of 2
4	36	Facilities. Center for Engineering Services. Public Service Institute. 1983-1988. Pt. 2 of 2
4	37	Facilities. Construction Meeting for the Remodeling of the Engineering School Building. 1994
4	38	Facilities. Directory for the College of Engineering and Technology. 1996
4	39	Facilities. Engineering Directory. 1990
4	40	Facilities. Electronic Campus. 1995
4	41	Facilities. Laboratory Plan. Chemical Engineering. 1995
4	42	Facilities. Laboratory Plan. Civil and Environmental Engineering. 1994-1995
4	43	Facilities. Laboratory Plan. Industrial and Systems Engineering. 1993-1994
4	44	Facilities. Ralph G. Crum Learning Center Laboratory and Design. 2002
4	45	Facilities. Renovation of Engineering Science Building. 1982-1996
4	46	Facilities. Reorganization. 1992-1998
4	47	Facilities. Schuler Classroom. 1997-1999

OVERSIZE ITEM: a pen and ink rendition of the "Youngstown University Science & Engineering Building: by Hubbell & Benes & Hoff, Inc., Architects & Engineers, Cleveland, Ohio in a white wooden frame and cream colored mat.

BOX 5

SERIES VI: Governance

Annual Reports make up the bulk of this series. It also includes similar items which deals with mission, goals and budget information or long term planning. Everything included primarily deals with just the College of Engineering and Technology. The only item which reflects university-wide policies is the Centennial Strategic Plan from 2007.

Box	Folder No.	Contents
5	1	Governance. Annual Report. Material Science. 1995
5	2	Governance. Annual Report. 1996-1997
5	3	Governance. Annual Report. 1997-1998
5	4	Governance. Annual Report. 1998-1999
5	5	Governance. Annual Report. 1999-2000
5	6	Governance. Annual Report. 1999-2000
5	7	Governance. Annual Report. 1999-2000
5	8	Governance. Annual Report. 2001
5	9	Governance. Annual Report. 2001-2002

5	10	Governance. Annual Report. 2001
5	11	Governance. Annual Report. June 2002
5	12	Governance. Annual Report. 2002
5	13	Governance. Annual Report. 2002-2003
5	14	Governance. Annual Report. 2003-2004
5	15	Governance. Annual Report. June 2003
5	16	Governance. Annual Report. Materials. 1994-1996
5	17	Governance. Annual Budget. 1996-1997
5	18	Governance. Summer Budget. 1989-1997
5	19	Governance. Budget Worksheets. 1999-2000
5	20	Governance. Centennial Strategic Plan of Youngstown State University. 2007
5	21	Governance. Marketing Plan for Industrial and Systems Engineering. 2002
5	22	Governance. Materials Engineering Laboratory Plan Goals. Undated
5	23	Governance. Mission and Goals of the College of Engineering and Technology Departments. 1994
5	24	Governance. Mission, Goals, and Objects. Department of Industrial and Systems Engineering. 1994-1995
5	25	Governance. Plan of Action. 1998
5	26	Governance. Procedures for Processing Payment for Standard Independent Contractor. 1995
5	27	Governance. Reorganization. 1998, 2001
5	28	Governance. Technology Plan. 1995-1998

BOX 6

SERIES VII: Media

This series contains items such as photographs, negatives, and a VHS. Most of the items range from the late 1980s to mid 1990s. The only oddity in this series is the "Engineering logo" which was used internally from the late 1970s to 1980s.

Box	Folder No.	Contents
6	1	Media. Engineering Logo. Undated
6	2	Media. Negatives. Civil Engineering. 1983-1994
6	3	Media. Negatives. General Engineering. 1989-1995
6	4	Media. Negatives. Mechanical Engineering. 1983-1995
6	5	Media. Photographs. Civil Engineering. 1983-1993
6	6	Media. Photographs. Engineering. 1989, undated
6	7	Media. Photographs. General Engineering. 1999-2001, undated
6	8	Media. Photographs. General Engineering. 1999
6	9	Media. Photographs. General Engineering. 1987-1995, undated
6	10	Media. Photographs. Mechanical Engineering. 1983-1994
6	11	Media. VHS. School of Engineering and Technology. Undated (mid 1990s)

SERIES VIII: Newsletters

The newsletters in this series pertain specifically to the William Rayen College of Engineering and Technology. "Happenings" contains updates on projects within the College, faculty research and publications, conference information and awards received by students and faculty. "High School" is more of a recruitment tool which was sent to local area high schools featuring articles geared towards high school students.

Box	Folder No.	Contents
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6	12	Newsletters. Happenings in the College of Engineering and Technology Newsletter. 1996-1997
6	13	Newsletters. Happenings in the College of Engineering and Technology Newsletter. 1998-1999
6	14	Newsletters. Happenings in the College of Engineering and Technology Newsletter. 2000-2002
6	15	Newsletters. Happenings in the College of Engineering and Technology Newsletter. Material Gathered for Newsletter. 2001-2003
6	16	Newsletters. High School. 1989-1992

SERIES IX: Publicity

Promotional items such as brochures, scrapbooks, folders, news clippings, and publications are included in this series. The series contained four scrapbooks which shows the development of the college through publications, news clipping and photographs during Dean George Sutton's era as Dean of the School of Engineering. The scrapbooks (were taken apart (due to the acidity in the paper and containment) and put in folders based on type of material but all stayed within its own date range to replicate the sense of the scrapbook.

Box	Folder No.	Contents
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6	17	Publicity. "A History of Engineering at Youngstown State University." 1996
6	18	Publicity. Careers in Chemical/Biological Sciences and Engineering. Alumni Profiles. 2004
6	19	Publicity. Career Opportunities. 1995, undated
6	20	Publicity. Career Opportunities Brochures. Undated
6	21	Publicity. Engineering Career Brochures. 1992, undated
6	22	Publicity. Engineering Publicity Scrapbook. New Clippings. 1976-1979
6	23	Publicity. Engineering Publicity Scrapbook. Photographs. 1976-1979
6	24	Publicity. Engineering Publicity Scrapbook. Brochure and Publications. 1976-1979
6	25	Publicity. Engineering Publicity Scrapbook. News. 1980-1987
6	26	Publicity. Engineering Publicity Scrapbook. Photographs. 1980-1987
6	27	Publicity. Engineering Publicity Scrapbook. Brochures. 1980-1987
6	28	Publicity. Engineering Publicity Scrapbook. Photographs. 1988-1994
6	29	Publicity. Engineering Publicity Scrapbook. News. 1988-1994
6	30	Publicity. Engineering Publicity Scrapbook. 1995

BOX 7

SERIES IX: Publicity (cont'd)

Box	Folder No.	Contents
7	1	Publicity. Faculty Publications. 1975-2002, undated
7	2	Publicity. Handbook How to Survive and Prosper in the William Rayen School of Engineering. 1982-1984
7	3	Publicity. Inner Circle Folder. Undated
7	4	Publicity. Master of Science in Engineering Brochure. Undated
7	5	Publicity. Miscellaneous. 1977-1992
7	6	Publicity. Programs and Student Support. Undated
7	7	Publicity. Promotional Material. 1990-2004, undated
7	8	Publicity. Public Service Institute Brochure. Undated
7	9	Publicity. Transforming the Future Industrial and Systems Engineering. 1995
7	10	Publicity. Special Programs (Honors) Brochure. Undated
7	11	Publicity. YSUpdate. News. 2003

SERIES X: Student Organizations and Events

This series is student specific. It relates to the student organizations for the William Rayen College of Engineering, student dances, programs and student events. A good time frame for this series is from the mid-1980s to 1990s.

Box	Folder No.	Contents
7	12	Student Organizations and Events. Academic Challenge. Grants. 1988-1990
7	13	Student Organizations and Events. Calendar. 2000
7	14	Student Organizations and Events. College of Engineering and Technology. Open House. 1998-2004
7	15	Student Organizations and Events. Community College Day. 1995-1996
7	16	Student Organizations and Events. Engineering Expo. 1990-1994
7	17	Student Organizations and Events. Engineering Student Societies Council (E.S.S.C.). Constitution. 1987
7	18	Student Organizations and Events. E.S.S.C. Minutes and Constitution. 1976-1982
7	19	Student Organizations and Events. E.S.S.C. Minutes. 1982-1989
7	20	Student Organizations and Events. E.S.S.C. Minutes. 1995-1998
7	21	Student Organizations and Events. E.S.S.C. Newsletters. 1982-1986
7	22	Student Organizations and Events. Engineers Banquet. 2001
7	23	Student Organizations and Events. Engineers Week. 1989-1993
7	24	Student Organizations and Events. Man and Women of the Year. 1998
7	25	Student Organizations and Events. MathCounts. 2003
7	26	Student Organizations and Events. Northeast Ohio Robotics Competition. 1999-2004
7	27	Student Organizations and Events. Northeast Ohio Robotics Competition. 2004, 2005
7	28	Student Organizations and Events. Northeast Ohio Robotics Competition. 2007
7	29	Student Organizations and Events. Ohio Society of Professional Engineers. 1997

7	30	Student Organizations and Events. Omega Chi Epsilon. 1997
7	31	Student Organizations and Events. Order of the Engineer. 1978-1998
7	32	Student Organizations and Events. Phi Kappa Phi Honor Society. 1995
7	33	Student Organizations and Events. Sigma Xi. 1977-1978, 1982
7	34	Student Organizations and Events. Spring Dance. 1987-1989
7	35	Student Organizations and Events. Tau Beta Pi. 1981, 1991

SERIES XI: Subject Files

A majority of these files do not relate directly to the William Rayen College of Engineering and Technology but still have connections to YSU. These files contain background material which may or may not be useful to the researcher.

Box Folder No. Contents

7	36	Subject Files. Bloodborne Exposure Control Plan. Undated
7	37	Subject Files. Deans Search for Arts and Sciences College. 2001
7	38	Subject Files. Network Connections/DataWorks. 1995-1996
7	39	Subject Files. Computer purchase for the School of Engineering. 1977-1978
7	40	Subject Files. Women's Resource Center. 1984
7	41	Subject Files. Youngstown State University Management Skills by Richard Fleischman Architects, Inc. 1990s
7	42	Subject Files. YSU Sports Complex. 1976-1977
7	43	Subject Files. Tech Prep. 1995-2005