

**Finding Aid for the
Youngstown College
Board of Governors/Trustees
1883-1955**



**Record Group Number
RG 03/01**

Archives & Special Collections
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Descriptive Summary

Title: Youngstown College. Board of Governors/Trustees. Records, 1883-1955

Record Group: RG 03/01

Accession No. UA 2004.03

Creator: James L. Wick, Jr., Howard W. Jones, and the secretaries to the Board

Extent: 3 boxes; 4.65 linear feet

Abstract: This collection contains the records of the trustees of Youngstown College (a.k.a. the Youngstown Institute of Technology Board of Governors and the Youngstown College Board of Governors). These documents cover primarily the timeframe 1927, when the institution was a “school of second chance” sponsored by the Young Men’s Christian Association (YMCA), to 1955, when Youngstown College was renamed The Youngstown University. Older documents dating from 1883 are also included, as these relate to issues involving the Youngstown YMCA that led to the establishment of the College.

Administrative Information

Provenance: Office of the President, Youngstown State University, Youngstown, Ohio

Preferred Citation: Youngstown College, Board of Governors/Trustees, Records, Record Group RG 03, UA 2004.03, Archives & Special Collections, William F. Maag, Jr. Library, Youngstown State University, Youngstown, Ohio.

Restrictions: None

Processing: Processed by Brian K. Brennan, May-September 2005. Updated by same in March 2007, April-June 2012, and January 2020.

Historical Background

In 1888, the Youngstown (Ohio) chapter of the Young Men’s Christian Association (YMCA) began offering evening classes in various subjects to local residents. In 1908, the Y offered its first college level course, one concerning business law and consisting of nine men. This led to the creation of the Youngstown Association School. In 1921, it was renamed the Youngstown Institute of Technology but was frequently and informally referred to as “Youngstown College,” an appellation that would not become official until the Institute was formally renamed as such in 1928.

Youngstown College (sometimes affectionately abbreviated to “YoCo”) came to be administered by Howard W. Jones, who served as president from 1935 through 1966, by which time Youngstown College had become The Youngstown University (In 1967, YU would become a public institution of higher education and would be renamed Youngstown State University). Jones was selected for the job by the College’s Board of Governors,* which was composed of local corporate executives and individuals from other professions Chief among them was James L. Wick, Jr., who served as board chairman from 1931 through 1953.

As the institution evolved, its relationship to the YMCA changed. Seeking accreditation, Youngstown College was compelled to sever its administrative ties with its parent organization (the North Central Association would not accredit a school if its administration reported to a separate entity, such as the YMCA). YoCo formally “broke away” from the Y in 1944.

Scope and Content

The documents in this collection were preserved by James L. Wick, Jr. and Howard W. Jones. They include correspondence, minutes of meetings, legal and foundational documents (such as Youngstown College’s “Articles of Incorporation”) and other items of interest. YMCA documents pertaining to the development of the College are also maintained within the collection.

Note to User

All Board records (whether for YoCo, YU, or YSU) are preserved under Record Group RG03.

*To avoid confusion with the YMCA’s Trustees, to whom it was subordinate, the Youngstown College Board was officially styled as the “Board of Governors.” Sometimes, its members were referred to as trustees; however, when the institution became independent of the YMCA in 1944, the appellation “Board of Governors” became obsolete and the term “Board of Trustees” finally came into official usage—as it remain to this day.

Series Description

Series I: Correspondence

Series II: Minutes

Subseries A: General Minutes

Subseries B: Committees

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Index Terms

Board of Governors

Board of Trustees

Jones, Howard W.

Ohio (State of), Department of Education

Wick, James L., Jr.

YMCA

Young Men's Christian Association

Youngstown (Ohio)

Youngstown Association School

Youngstown College

Youngstown Institute of Technology

Youngstown State University

Youngstown University, The

BOX 1

SERIES I: CORRESPONDENCE

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1	General Correspondence, 1927-1931
2	General Correspondence, 1932
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8	General Correspondence, 1938
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16	General Correspondence, 1946-1948
17	General Correspondence, 1949
18	General Correspondence, 1950
19	General Correspondence, 1951-1952
20	State of Ohio, Department of Education, 1933
21	YMCA Board of Trustees, 1931
22	YMCA Board of Trustees, 1932
23	YMCA Board of Trustees, 1933-1935
24	YMCA Board of Trustees, 1943-1950
25	YMCA National Offices, 1934

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Subseries A: General Minutes

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26	June 13, 1932
27	November 29, 1932
28	March 3, 1933
29	April 10, 1933
30	June 7, 1933
31	December 4, 1933
32	May 26, 1934 (approx.)
33	June 6, 1934
34	November 8, 1934
35	March 22, 1935

36	March 22, 1935
37	March 25, 1935
38	October 22, 1935
39	April 27, 1936
40	November 9, 1936
41	April 28, 1936
42	April 28, 1937
43	June 7, 1937
44	October 18, 1937
45	February 1, 1938
46	March 21, 1938
47	June 7, 1938
48	December 6, 1938
49	March 27, 1939
50	June 5, 1939
51	October 4, 1939
52	March 28, 1940
53	June 4, 1940
54	November 12, 1940
55	March 17, 1941
56	June 3, 1941
57	December 18, 1941
58	April 9, 1942
59	June 2, 1942
60	November 6, 1942
61	March 19, 1943
62	June 2, 1943
63	September 9, 1943
64	November 22, 1943
65	January 11, 1944
66	February 8, 1944
67	March 27, 1944
68	May 25, 1944
69	July 30, 1944
70	October 16, 1944
71	March 1945 (exact date unknown)
72	March 19, 1945
73	May 29, 1945
74	July 27, 1945
75	October 15, 1945
76	March 18, 1946
77	May 28, 1946
78	October 21, 1946
79	March 17, 1947
80	May 27, 1947
81	October 20, 1947

82	March 15, 1948
83	May 26, 1948
84	October 22, 1948
85	March 21, 1949
86	June 7, 1949
87	October 25, 1949
88	March 28, 1950
89	June 6, 1950
90	October 21, 1950
91	March 20, 1951
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96	June 3, 1952
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98	October 27, 1954

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<u>Folder No.</u>	<u>Contents</u>
99	Building Committee, December 9, 1948
100	Student Refund and Delinquent Accounts Committee, January 6, 1933
101	Executive Committee, September 8, 1931
102	Executive Committee, September 24, 1931
103	Executive Committee, November 10, 1931
104	Executive Committee, December 21, 1931
105	Executive Committee, December 13, 1932
106	Executive Committee, February 17, 1933
107	Executive Committee, March 28, 1934
108	Executive Committee, May 28, 1934
109	Executive Committee, April 23, 1935
110	Executive Committee, March 1, 1937
111	Executive Committee (Joint Meeting with Planning Committee), July 29, 1941
112	Executive Committee, December 3, 1942
113	Executive Committee, July 23, 1943
114	Executive Committee, December 22, 1943
115	Executive Committee, January 7, 1944
116	Executive Committee, February 8, 1944
117	Executive Committee, March 10, 1944
118	Executive Committee, May 12, 1944
119	Executive Committee, October 9, 1944
120	Executive Committee, February 1, 1945
121	Executive Committee, May 4, 1945

122	Executive Committee, June 22, 1945
123	Executive Committee, January 30, 1946
124	Executive Committee, May 17, 1946
125	Executive Committee, June 18, 1946
126	Executive Committee, June 20, 1947
127	Executive Committee, September 24, 1947
128	Executive Committee, December 9, 1947
129	Executive Committee, March 4, 1948
130	Executive Committee, May 13, 1949
131	Library, Building, and Executive Committees, August 30, 1949
132	Library, Building, and Executive Committees, October 18, 1949
133	Executive Committee, March 17, 1950
134	June 6, 1950
135	Finance Committee, May 12, 1953
136	December 14, 1954
137	May 11, 1955
138	Sub-Committee on Salaries, October 29, 1931

BOX 2

SERIES III: FINANCIAL

<u>Folder No.</u>	<u>Contents</u>
1	Data Concerning Youngstown College, 1933
2	Handwritten Notes, 1932-1943
3	Comparative Report of Budgets and Actuals, 1930-1931
4	Daily Reports – Cash Receipts, 1932
5	Equipment Costs, undated
6	Financial Reports, 1931-1933
7	Rental Charges, undated
8	YMCA Financial Reports, 1924-1943
9	Youngstown College Financial Reports, 1934- 1944
10	Youngstown College Financial Reports, 1945- 1951
11	Salary Schedule, 1946

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<u>Folder No.</u>	<u>Contents</u>
12	Analysis of Proposed New Bylaws, 1943
13	Articles of Incorporation, 1932
14	Articles of Incorporation, 1937

15	Articles of Incorporation, 1944
16	Articles of Incorporation: Proposed Changes, 1944
17	Youngstown College Bylaws, 1944 and undated
18	Youngstown College Code of Regulations and Bylaws (Draft), 1937-1944
19	Land Contract Between Youngstown College and the Butler Museum of American Art, 1947
20	Youngstown College. Proposed Changes in By-Laws (or Code of Regulations), undated
21	YMCA (Youngstown, Ohio). Local Constitution, 1943
22	YMCA: Proposed Changes in By-Laws, 1944
23	Revised Suggestions on Organization of Youngstown College, 1932
24	Suggested Amendment to the Bylaws of the YMCA, 1932

SERIES V: PUBLICATIONS

Folder No.

Contents

25	The Jambar, 1931
26	What Your "Y" Costs and What It Is Worth to Youngstown, 1928

SERIES VI: NEWS

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Contents

27	Local Newspaper Clippings, 1921-1951
28	Press Release: Dr. Henry Bode, undated

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Folder No.

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29	Handwritten Notes, undated
30	Printed Matter, Various, 1947 and undated

SERIES VIII: SUBJECT FILES

Folder No.

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31	Annual Faculty-Alumni-Senior Dinner Program, 1934
32	Annual Report of President to Board of Trustees, 1944

33	Commencement Programs, 1934-1951 and undated
34	Biographical Sketch: William Haig Ramage, undated
35	(The) Library Building of Youngstown College, 1947
36	Buechner Hall Dedication Program, 1941
37	Chronology (1929-1932), 1932
38	Commencement Instructions, 1949-1951
39	Conference Board Reports. Industry Cooperation with Education, 1947
40	Main Building (Jones Hall) Dedication Program, 1931
41	College of Liberal Arts Description, 1927
42	Enrollment Lists, 1932
43	Extract from Minutes of Annual Meeting of the Board of Trustees..., 1949
44	Faculty Letter Regarding the Independent Status of Youngstown College..., undated
45	North Central Association Report of Youngstown College, 1943
46	Notes Used in Public Speeches, undated
47	Photostat of Check to H.W. Jones from State Relief Commission of Ohio (\$400), 1934
48	Report of H.L. Nearpass to YMCA Educational Committee, 1927
49	Report Upon Inspection of Youngstown College of Law, 1936
50	Requirements for Degrees, undated
51	Requirements of the North Central Association...For Junior Colleges, undated
52	Regulation for Meeting of Members of YMCA..., 1949
53	Rosters of Board Members – Youngstown College, 1937-1951 and undated
54	Roster of Executive Committee, Board of Trustees – YMCA, 1950
55	Roster of Persons Receiving Degrees, 1930-1943
56	Report of Committee Appointed to Draft a Plan of Organization...of All Ohio Law Schools, undated
57	Amended (Ohio) Senate Bill No. 105, 1949
58	Incorporating College in Ohio – Section 9922 (Ohio General Code), undated
59	Enrollment Figures, 1930-1944

60	Survey of Youngstown College, 1933
61	Transcripts of Telephone Conversations (James L. Wick, Jr., et al.), 1931-1952
62	Report of Administrative Study...(YMCA), 1933
63	List of Contributors, 1944 and undated
64	Youngstown College and Young Men's Christian Association, 1943

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SERIES VIII: SUBJECT FILES (Cont'd)

<u>Folder No.</u>	<u>Contents</u>
1	Photocopies of Documents: YMCA and Youngstown College 1883-1944
2	Photocopy of Change in Corporate Relationship Between the YMCA and Youngstown College, 1943-1944
3	YMCA (Ohio Regional Office) Regional Meeting Agenda and Minutes, 1933
4	YMCA Board of Trustees. Educational Committee, 1927
5	YMCA Board of Trustees. Educational Committee, 1931
6	YMCA Board of Trustees. Minutes, 1927-1944