

March 28, 1968

TO: UNIVERSITY SENATE MEMBERS

FROM: VERA JENKINS
Secretary of the Senate

SENATE MEETING: Friday, April 5 - 4:00 p.m. - AUDITORIUM IN THE
ENGINEERING SCIENCE BUILDING. (ROOM 273).

AGENDA FOR MEETING:

- 1) Approval of Minutes of previous meeting.
- 2) Report of Constitution and Bylaws Committee (John Boland)
- 3) Report of Senate Council and other committees:
 - a) Senate Council (Irwin Cohen)
 - b) Academic Affairs Committee
 - c) Curriculum Committee
 - d) Athletic Council
 - e) Faculty Affairs Committee
- 4) Old Business
- 5) New Business
- 6) Remarks by President Pugsley
- 7) Adjournment

MINUTES
YOUNGSTOWN STATE UNIVERSITY
SENATE MEETING
FRIDAY, APRIL 5, 1968

PRESENT: Mr. Grim, Mr. Boland, Mrs. **Dykema**, Mrs. Miner, Mr. Foldvary, Mr. von Ostwalden, Mrs. Botty, Miss **DeCapita**, Mr. Fortunato, **Mr. D'Isa**, Mr. Eichenberger, Mr. Sorokach, Mr. Goncz, Mr. Tarantine, Mr. Arnett, Mr. Ahmed, Mr. Cernica, Mr. **Slavin**, Mr. **R.L. Miller**, Mr. E.M. Evans, Mr. Chuey, Mr. Foster, Mr. **Kiriazis**, Mr. Walter, Mrs. **Solak**, **Mrs. Braden**, Mrs. Beckett, Mr. Paraska, Mr. Webster, Mr. **Kelley**, Mrs. Smith, Mr. Gillespie, Mr. Miner, Miss **Feldmiller**, Mr. Fisher, Mr. **Crites**, Mr. Domonkos, Mr. Earnhart, Mr. Roberts, Mr. Riley, Mr. Skardon, **Jr.**, Mr. Chrobak, Mr. **Luginbill**, Mr. Ellis, Mr. Swartz, Mr. **Behen**, Mr. **Dykema**, Mr. Cohen, Mr. **Dillon**, Miss Sterenberg, Mr. **Hankey**, **Mr. Ives**, Miss Boyer, Mr. Livosky, Col. Stone, **Jr.**, Mr. Wales, **III**, Mr. Podoll, Mr. Ward, Mr. Painter, Mr. **E.T. Reilly**, Mr. **Yozwiak**, Mrs. Dehnbostel, Mr. Hotchkiss, Mrs. Turner, Mrs. Mackall, Mr. Blue, Mrs. Harris, Mrs. Murphy, Mr. Naberezny, Mr. Byo, Mr. Van Zandt, Mr. Spiegel, Miss Jenkins, Dean Coffield and President Pugsley.

PRESIDING: President Albert L. Pugsley

TIME: 4:00 p.m.

The President called for corrections or additions to the minutes of the previous meeting (Friday, March 1, 1968). There being none the minutes were declared approved as distributed to the Senate members.

REPORT FROM COMMITTEE ON CONSTITUTION AND BYLAWS:

This report was given by the Chairman, Mr. John Boland:

"Bylaw VII, Secretary of the Faculty, reads, *inter alia*, as follows: The Secretary of the Faculty shall be elected by the Full-service faculty."

The Committee on Constitution and Bylaws recommended that this statement be amended to read as follows:

PROPOSED AMENDMENT TO BYLAW #7: (Secretary of the Faculty).

The Secretary of the Senate shall serve as Secretary of the Faculty. Seconded.

PASSED UNANIMOUSLY.

REPORT FROM SENATE COUNCIL:

a) This report was given by the Chairman, Dr. Irwin Cohen:

Dr. Cohen reported work is in progress on the Committee structure and assignments for next year. This should be finished in about a month or possibly a little longer.

b) The proposed revision of the Student Council Constitution was brought to the attention of the Student Affairs Committee and to the Senate Council. The Council noted that the "powers clause" was unaffected by the proposed change and, therefore, suggested that faculty action was not required.

c) Election Procedures: elections of the elected members of the next Senate are to be held in the several schools during the month of April.

The present Senate automatically expires with the completion of this election.

(Cont'd. next page)

April 5, 1968

SENATE MINUTES CONT'D.:
REPORT FROM SENATE COUNCIL CONT'D.:

d) After the election of a new Senate but before the May Senate meeting, the ex-officio and the newly elected members of the Senate of the School of Music are to meet at the call of the member first in alphabetical order, elect a secretary, nominate two or more candidates for a three-year term in Senate Council, and elect one of these by a closed mail ballot.

e) The new Senate will meet in May. At that meeting, after the results of the Music School Senate election are announced, at least four (4) nominations are to be made for two-at-large members of the Senate Council (3-year terms).

REPORT FROM ACADEMIC AFFAIRS COMMITTEE:

This report was given by the Chairman, Mr. David M. Behen:

1) Dr. Behen reported this committee has prepared for submission to the Senate policy proposals regarding: (1) the so-called "contract provision" of the Catalog; (2) Withdrawals, Warnings, Probations, and Suspensions."

2) They also have under consideration, and expect to submit in the near future, policy proposals regarding: (1) students entering the University with so-called advanced placement status; (2) the Dean's list.

3) This Committee has been requested to consider, and will do so: Proposal for changes in the University regulations respecting academic honors: i.e., the granting of degrees cum laude, magna cum laude, and summa cum laude.

4) This Committee has taken care of (through the chairman) quasi-routine matters respecting overloads, interpretations of academic program requirements, etc.

5) Also, the Committee has given extended consideration to the formal statement of its responsibilities and obligations; recommended certain modifications in the statement; discussed (through the Chairman) with the Senate Council the Committee's functions; and will probably offer a suggestion for substantial revision of the Committee's structure and function for future years.

6) The Committee received from Dr. Philip J. Hahn (in his capacity of Youngstown State University representative on Chancellor Millett's Faculty Advisory Committee) a request that the Committee study the University's basic admissions policy; initiated discussion along these lines with our administrative officers; and will continue this work in close consultation with Dr. Hahn.

REPORT FROM CURRICULUM COMMITTEE:

The Curriculum Committee report was given by the Chairman, Dr. Thelma Miner.

Mrs. Miner reported the University Curriculum Committee has unanimously approved the new Technical and Community College programs presented by Dean Nicholas Paraska. Each Senate member was given a

(Cont'd. next page)

SENATE MINUTES CONT'D.:

April 5, 1968

REPORT FROM CURRICULUM COMMITTEE CONT'D.:

copy of the programs as he entered the Engineering Auditorium, prior to the meeting of the Senate. There are 14 programs, 10 new, 4 already being offered in the College of Arts and Sciences and in the School of Business Administration, These four (4) will be transferred to the Technical and Community College. (SEE ATTACHED LIST),

MOTION: Dr. Thelma Miner moved that the Senate approve the Technical and Community College Programs. Seconded. MOTION PASSED UNANIMOUSLY.

Mrs. Miner reported the course changes approved by the university Curriculum Committee which are as follows:

Economics 801 - Labor Problems to be DROPPED and replaced by Economics 831 - Labor Markets - 4 hours credit
Economics 833 - Collective Bargaining and Arbitration-4 cr.hrs.
Economics 835 - Labor Legislations - 4 credit hours

Biology 783 - Ward Management and Teaching to be DROPPED.
(This course was for the Registered nurses only. Dr. Kelley and Miss DeCapita had approved for this to be dropped).

TO BE ADDED:

History 780, 781 - History of Eastern Europe I, II -- 3, 3, cr.hrs.
History 782 - History of the Balkans - 3 credit hours,

MOTION: Dr. Thelma Miner moved the course changes approved by the University Curriculum Committee be approved by the Senate. Seconded. MOTION PASSED UNANIMOUSLY,

COMMENTS: The University Curriculum Committee mentioned they were convinced by Mrs. Emily Mackall that there is more than enough work for the courses approved in Economics.

Is Economics 801 a prerequisite for Economics 8331 The answer is NO. Mrs. Mackall mentioned that a year of Principles of Economics is required for any of the Economics courses approved today but any one of them may be taken individually.

REPORT FROM ATHLETIC COUNCIL:

Mr. William Carson was to have given this report. Mr. Carson was not present, This report will be given at a later date,

REPORT FROM FACULTY AFFAIRS COMMITTEE:

Mr. Clyde Hankey, Chairman gave this report.
Mr. Hankey reported they have four (4) sub-committees working on the following:

- | | |
|------------------------------|------------------------|
| (1) Parking Problems | (3) Tenure Policy |
| (2) Medical Conversion, etc. | (4) Hearing Procedures |

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SENATE MINUTES CONT'D.:
REPORT FROM FACULTY AFFAIRS COMMITTEE CONT'D.:

April 5, 1968

MOTION: The Faculty Affairs Committee moved that the Senate request the administration to take the necessary steps to achieve reduced speed limits along the lower two blocks of Bryson Street, from Lincoln Avenue to Spring Street, suitably enforced for the greater safety of campus pedestrians. Seconded. PASSED UNANIMOUSLY.

COMMENTS: Is there any reason why a 20-mile an hour speed limit sign should not be erected around the school? Dr. Pugsley commented he thought this speed was rather high near a school.

2) We need to extend this beyond Bryson Street and Elm Street also.

3) Mr. J. Donald Foster commented this will probably have to be appealed to City Council. City Council sets all speed limits and parking regulations. Changing the law is one thing and enforcing it is another.

Dr. Pugsley mentioned these streets are public thoroughfare at the present time. In the Campus Plan some of the streets may be closed off but this is in the future. We can explore this matter with the City in general terms.

OLD BUSINESS: NONE.

NEW]

I - REPORT FROM ACADEMIC AFFAIRS COMMITTEE:

Chairman, Dr. David Behen gave this report.

SUBJECT: Recommendation for wording of the "contract provision" of the Catalog.

To be the first paragraph under the rubric currently on page 47 of the Catalog:

"GENERAL REQUIREMENTS FOR GRADUATION:

Every student is entitled to one copy of the University Catalog at the time of his entrance. This shall be a guide to his graduation requirements with certain exceptions which are to be interpreted by his Department Chairman and/or the Dean of the School from which he expects to graduate. (See statements later in this section under Major and Minors).

This statement was unanimously adopted by the Academic Affairs Committee at their meeting of March 27, 1968.

MOTION: Dr. Behen moved the adoption of the recommendation for the wording of the "contract provision" of the Catalog. Seconded. MOTION PASSED UNANIMOUSLY.

(Cont'd. next page)

COMMENTS:

1) One comment made was that last year action was taken to eliminate the statement on the inside of the cover of the Catalog.

2) Mr. Dykema made the statement, "he had read in the paper about a Judge who ruled a student could graduate under the Catalog under which he entered". This was in reference to some other School and not Youngstown State University,

Dr. Pugsley commented fees may be changed but the courses listed in the Catalog are essentially the courses that are available, etc. There will, of necessity, at times be modifications and substitutions, but these are held as usually constant. Once in a while you might get a lawsuit. Dr. Pugsley does not think you can legislate against these things completely.

II - Dr, Behen commented on the proposal which came in the form of a draft from the Dean's Council to the Academic Affairs Committee.

This was regarding the University Policy Respecting Withdrawals, Warnings, Probation, and Suspensions (Ref.: current catalog, pp. 58-59, 61).

The Committee recommended a number of changes in the original draft, some substantive, and some matters of form, and the revised proposal has been accepted by Dean Coffield as acceptable to the Dean's Council,

Much discussion took place regarding this proposal. Mimeographed copies of the proposal were given to Senate members as they entered the meeting.

Dr. Swartz wanted an Amendment so that the wording in paragraph 2 could be changed: allow instructors, with approval of Department Chairmen, to assign W or F for withdrawals after 6 weeks (after 3 weeks of either split summer quarter). Also: allow W for all withdrawals properly processed during first 6 weeks of any quarter (or first 3 weeks of either split summer quarter).

This was Moved as an AMENDMENT TO THE PROPOSAL. Seconded.

The purpose of the amendment is to add "the recommendation of the Department Chairmen".

COMMENTS:

1) Faculty members could be worried about the inconsistent application of this. Possibly students could come up to the final exam time and then request a W for the course when he is failing the course.

2) Is there any better way to do this?

3) It was suggested by one member that if the Dean cannot administer this for a Committee of three (3) people, for example, to act as a jury on each situation involved. Should this be a Committee of each School or the whole University in general? Porbably each School.

4) As faculty members we should try to teach our students stick-to-iteveness.

SENATE MINUTES CONT'D.: April 5, 1968
NEW BUSINESS (REPORT FROM ACADEMIC AFFAIRS COMMITTEE CONT'D.):

MOTION: Dean Coffield moved that this entire report be TABLED and considered at the next meeting and the Committee study the report in the meantime. Seconded. AYES HAVE IT.
RETURN TO FLOOR AT NEXT MEETING.

REMARKS BY PRESIDENT PUGSLEY:

1) The flag at the University was being flown today at half-mast. This was done in memory of Dr. Martin Luther King. In recognition of the sorrow of the nation this appeared appropriate. A service at the Newman Chapel was announced by Dr. Pugsley for 11:00 p.m. this evening.

This Senate wishes to go on record as expressing their sympathy and concern for this man who was a Statesman as well as a leader. Seconded. PASSED UNANIMOUSLY.

2) The Board of Trustees will meet Wednesday, April 10. Letters of faculty appointment will be prepared very soon thereafter and also for other persons employed in the University.

3) Dean Coffield introduced the new Chairman of the Psychology Department: Dr. Sanford Hotchkiss.

QUESTION FROM FLOOR: Who is in charge when Dr. Pugsley and Dean Coffield are off campus?

ANSWER: Dean Coffield is in charge when Dr. Pugsley is away.

If Dr. Pugsley and Dean Coffield are both away the President will designate who is to be in charge. The regulations of the Board of Trustees provide for this.

In case of an emergency the President's office will always supply the information.

Respectfully submitted,



Vera Jenkins
SECRETARY OF THE SENATE

March 26, 1968

TO: SENATE MEMBERS

The following is a copy of the proposed amendment to Bylaw II, Section 3 (Tenure) of the Bylaws of the Constitution of the Faculty of Youngstown State University which will be presented to the Senate for consideration at the April 5 meeting.

Please bring this copy with you to said meeting.

COMMITTEE ON CONSTITUTION AND BYLAWS

John R. Boland, CHAIRMAN

Thaddeus Dillon

Ward Miner

Clyde A. Painter

Leonard Spiegel

March 26, 1968

Section 3. Termination of Service

- a. Expiration of Definite Period Appointments. All appointments for a definite period of service (one quarter, one, two, or three years) expire automatically **with** the completion of such period of service, subject, as appropriate, to safeguards that **follow**.
- b. Termination of Probationary and Visiting-Status Appointments.
1. Notice of Nonrenewal of Probationary Period. Written notice that a probationary appointment is not to be renewed will be given to the active-status full-time service faculty member in advance of the expiration of his appointment, according to the following minimum periods of notice:
 - a. not later **than** March 1 of the first academic year of faculty service in the University in case of a **one-year** appointment;
 - b. not later than December 1 of the second academic year of such service in case of a two-year appointment or the renewal of a one-year appointment;
 - c. not later than July 1 preceding the final academic year after two or more academic years of such service in the University.
 2. Notice by Member of **Termination** or Declination of Renewal. If a member of the faculty desires to terminate an existing appointment or to decline a renewal, he shall give notice in writing not later than April 1 if his rank is instructor or assistant professor, and not later than March 1 if his rank is higher, or within thirty days after receiving notice of the terms and conditions of his service for the next **academic** year, whichever date is later; but he may properly request a waiver of this requirement in case of hardship or in a situation where he would otherwise be denied substantial professional advancement.
 3. Dismissal and Late Notice. Dismissal of a faculty member during a probationary or visiting-status appointment with less than the required advance notice, shall be preceded by a statement of reasons and shall be subject to Section **3d**, post.
- c. Termination of Continuous Tenure. Grounds for termination:
Until retirement of a faculty member in accordance with other provisions of these Bylaws, and subject to Section **3d**, post, an appointment with **continuous** tenure is terminable by the University only for adequate cause or on account of **extraordinary** financial **emergencies**, in the latter case after not less than twelve months' notice to **the** faculty member.
1. Adequate Cause. Adequate cause shall mean unfitness to perform his academic duties because of:
 - a. incompetence,

(continued next page)

- b. lack of scholarly **objectivity** or integrity,
 - c. persistent neglect of **professional responsibilities** under these Bylaws, or
 - d. gross personal misconduct that destroys academic usefulness,
2. Extraordinary Financial Emergency.
- a. Termination of an **appointment** of continuous-tenure status because of extraordinary financial emergencies will be considered only as a last resort, after every effort has been made by the Administration and Trustees to meet the need in other ways or to find for the member of the faculty other **satisfactory** assignment in the University.
 - b. If an appointment with continuous tenure is **terminated** because of an extraordinary financial emergency, the released faculty member's place will not be filled by a replacement within a period of two years, unless the faculty member has been offered and has declined reappointment,
- d. Principles Governing Issues Relating to Termination, Dismissal, Nonrenewal, and Rights and Privileges under these Bylaws. The rights, privileges, and responsibilities of a faculty member conferred by these **Bylaws** will be carefully safeguarded in accordance with the highest accepted principles, practices, and procedures of the academic community. An alleged infringement of such rights or privileges or an alleged violation of such responsibilities will first be considered by appropriate representatives of the faculty in cooperation with the responsible administrative officers. After faculty and administrative procedures have been fully utilized, any member of the faculty who believes that his rights and privileges under these Bylaws have been violated may take an appeal to the appropriate administrative officers for consideration by the Board of Trustees. Review by the Board of Trustees will include the record of the hearing before the faculty and administrative **officers**, with an opportunity for argument, oral or written, or both, by the principals or their **representatives** at the hearing.

Section 4. Faculty Procedures for the Implementation of Bylaw II, Section 3d Procedures Governing Issues Relating to Termination and Violations of Privileges.

- a. Preliminary Proceedings,
 - 1, No formal proceedings shall be instituted by a faculty member, or members, or by the appropriate administrative officers until every **reasonable effort** has been made to remedy the **situation** through informal personal consultation and conferences by the **appropriate** administrative officers and/or by the **faculty member's** colleagues,
 - 2. If a satisfactory adjustment does not result from informal **personal consultation** and conference, the matter,
(continued next page)

in writing, shall be referred by the interested parties to the University Senate through the Executive Council.

3. If a mutually satisfactory understanding or adjustment is not effected, the Special Committee shall then determine whether in its view formal proceedings to consider the matter should be instituted. If the Special Committee **recommends** such proceedings, action shall be commenced before the Senate Committee on Faculty Affairs in accordance with the procedures specified in clause (b) of this Section, post. If the Special Committee fails to make such a recommendation, the President may, in accordance with his own judgment, bring the issue before the Senate Committee on Faculty Affairs for further consideration.
4. If there is agreement, a written statement with reasonable particularity in evaluation of the issues concerned shall be jointly formulated by the President and the Special Committee. If there is disagreement, the Special **Committee** alone, or the **President** or his representative, shall formulate the statement.

b. Formal Proceedings

1. Hearing Committee

- a. The Senate Committee on Faculty Affairs shall be the standing committee to conduct, as the Hearing Committee, formal proceedings involving disputes within its jurisdiction.
- b. No member of the Hearing Committee shall sit in a case which involves a member of his department, or of his nondepartmentalized college or school. **A** member of the Hearing Committee may also disqualify himself. The faculty member involved, before or at the outset of the hearing, may exercise one peremptory challenge and unlimited challenges for cause against members of the Hearing Committee, including replacements. The Senate Council shall act on such challenges and on necessary replacements from tenure members of the faculty,
- c. When constituted, the members of the Hearing Committee shall elect their own chairman to preside for the duration of the formal proceedings, In the interim, the Chairman of the Senate Committee on Faculty Affairs shall serve as Chairman of the Hearing Committee,

2. Committee Jurisdiction. The Hearing Committee shall conduct, in accordance with recognized formality, proceedings concerning issues relating to (1) dismissal for cause of an appointee with continuous tenure; (2) dismissal for cause of a faculty member during term appointment; (3) the nonrenewal **of** a probationary appointment

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with less advance notice than that specified in Section 3, supra; (4) nonrenewal of a probationary appointment for considerations allegedly violative of academic freedom; (5) alleged violation of rights and privileges in cases which are referred to it by the Special Committee, or by the President, or by any aggrieved member of the faculty.

3. Commencement of Formal Proceedings.

- a. Formal proceedings before the Hearing Committee concerning issues relating either to the dismissal for cause of a faculty member during an appointment with continuous tenure or to the dismissal for cause of a faculty member during a probationary or visiting-status appointment shall be commenced by written communication signed by the President and/or the Chairman of the Special Committee, and addressed to the Chairman of the Hearing Committee, setting forth the text of the statement. If no such action is taken by the President and/or the Chairman of the Special Committee, a faculty member subject to removal may institute proceedings before the Hearing Committee by a written communication, signed and presented in the same manner, setting forth his grounds for opposing the action taken or impending against him and requesting a hearing thereon.
- b. Formal proceedings before the Hearing Committee concerning issues relating either to the nonrenewal of a probationary appointment with less advance notice than that specified in Bylaw II, Section 3, b, 3, supra, or to the nonrenewal of a probationary appointment for considerations violative of academic freedom, or to violations of other rights or privileges granted to the faculty member may be commenced by a written communication signed by the faculty member addressed to the Chairman of the Hearing Committee setting forth his grounds for opposing the action taken or impending against him and requesting a hearing thereon.
- c. upon receipt of a written communication from the President and/or the Special Committee, the Chairman of the Hearing Committee shall cause a copy of it to be delivered to the faculty member affected by the proposed action. Upon receipt of a written statement from a faculty member, the said Chairman shall cause a copy of it to be delivered to the President.
- d. Within twenty (20) days after delivery of a copy of the written statement, the person to whom it has been delivered shall present to the Chairman of the Hearing Committee a written answer containing such admissions, denials, or other relevant statements as he deems appropriate. Upon receipt of this written answer, the

Chairman of said Committee shall cause a copy of it to be mailed to the signer of the written **statement**.

- e. Upon receipt of the written answer, or in case the faculty member fails to respond, **the** Hearing Committee shall fix a hearing and advise the signer of the written statement and the person to whom the copy thereof was served of the time and place at which the matter will be heard by the Hearing Committee.
4. Suspension of the Faculty Member. Suspension of the faculty member during the formal proceedings or prior thereto is **justified** only if-immediate **harm** to himself or others is threatened by his continuance in active-status academic service, The President (or the Senate, upon recommendation of the Special Committee or the Hearing Committee through the President) may recommend to the Board of Trustees that **the** faculty member be suspended. Suspension shall be **without** reduction in pay.
 5. Hearing Committee Rules and Procedure.
 - a. At **the** hearing and in conference, a majority of the Hearing Committee constitutes a quorum.
 - b. A full stenographic record of the hearing shall be made and shall be available to all parties concerned.
 - c. The principals involved in a hearing shall each be entitled to a legal or other adviser or representative at **all** hearings; and the Hearing Committee, itself, may seek legal or other technical advice
 - d. The Hearing Committee shall, after full consideration of the suggestions of the principals, announce at the beginning of the hearings the detailed procedures that will be followed. These procedures shall be in conformity with accepted principles of academic due process and shall include such provisions as the calling and examining of witnesses, the receiving of depositions where personal appearance is impractical, and the hearing of summary arguments by the principals or their representatives.
 - e. The Hearing Committee shall reach its findings in closed conference and shall record them, with indications of the evidence and reasoning involved, in an explicit written form, copies of which shall be given to the principals.
 6. Consideration and Action **by** the Senate. The Hearing Committee shall submit its decision in writing, through the Senate Council, to the Senate for such consideration and action as the Senate may deem appropriate, including but not

limited to rejection, adoption, modification, or remand. The action of the **Senate** will be **submitted** to the President for transmisscion to and final disposition by the Board of Trustees.

7. Publicity. Public statements about the case by either **faculty members** or administrative officers are to be avoided until **the** proceedings have been completed. A statement in advance of completion of proceedings is permissible only if deemed necessary to correct erroneous or misleading publicity **with** respect to the case. No announcement concerning the decision of the Hearing **Committee** or the action of the Senate shall be made until final disposition of the case by the Board of Trustees. Any announcement of the final decision shall include a statement of the decision **of** the Hearing Committee and of the action of the Senate, and shall **be** made through the President's Office.

YOUNGSTOWN STATE UNIVERSITY

TO: Dr. Thelma Miner

DATE: 25 March 1968

FROM: N. Paraska

SUBJECT: Approval of Technical and Community College Programs

Request approval by the University Curriculum Committee and the University Senate of the following:

- a) Completion of the two-year programs be recognized by the award of an Associate Degree - Associate in Arts, Associate in Applied Business, or Associate in Applied Science,
- b) The Technical and Community College offer the following two-year programs commencing in the Fall Quarter of 1968:

Division of General Studies

*Associate in Arts	*Nursing
Food Service Technology	*Police Science Technology

Division of Business Technology

*Secretarial Studies	Advertising Technology
Accounting Technology	General Business Technology
Merchandising Technology	

Division of Engineering Technology

Civil Engineering Technology	Electrical Engineering
Computer Technology	Technology
Metallurgical Engineering Technology	Mechanical Engineering
	Technology

(The asterisks denote programs currently being offered by Youngstown State University,)

An early approval is desired so that the two-year programs can be publicized to inform area residents of the Technical and Community College role in meeting their needs.

Sincerely,

S/ N. Paraska

N. Paraska

Ind.: Program of Instruction - Fall 1968

cc: Dean Coffield

YOUNGSTOWN STATE UNIVERSITY
TECHNICAL AND COMMUNITY COLLEGE
PROGRAM OF INSTRUCTION - FALL 1968

Planning for the scope of operation of the Technical and Community College commencing in the Fall Quarter of 1968 has progressed to the point that approval of the general overall program seems desirable. Approval by the University Curriculum Committee and the University Senate will permit the start of some publicity about the program.

The objectives of the Technical and Community College as an integral part of Youngstown State University are to provide:

- a) An opportunity for all high school graduates to have access to higher education;
- b) Technical training to qualify individuals for employment as technicians;
- c) A source of trained technicians to meet the needs of local business and industry; and
- d) Adult and continuing education for the community.

All the associate degree programs of the Technical and Community College will be two years in duration and will lead to one of the following Associate Degrees:

Associate in Arts

Associate in Applied Business

Associate in Applied Science

The Associate Degree should be awarded in preference to "title" as now used by Youngstown State University for the following reasons:

- a) The "Master Plan for State Policy in Higher Education" of the Ohio Board of Regents recommends that successful completion of two-year programs be recognized by awarding the above degrees;

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PROGRAM OF INSTRUCTION (Fall 1968) T AND CC Cont'd.:

- b) Other Ohio institutions of higher learning award Associate Degrees in accord with the Board of Regents plan; and
- c) The North Central Association of Colleges and Secondary Schools requires that an institution of higher education seeking accreditation of a two-year program must offer programs leading to the Associate Degree.

The Associate Degree programs will include those two-year programs already established within the University (marked by asterisks) and new programs to be started. These programs will be grouped as follows and will lead to the degrees shown:

<u>PROGRAM</u>	<u>DEGREE</u>
<u>Division of General Studies</u>	
*Associate in Arts	Associate in Arts
Food Service Technology	Associate in Arts
*Nursing	Associate in Applied Science
*Police Science Technology	Associate in Arts
<u>Division of Business Technology</u>	
*Secretarial Studies	Associate in Applied Business
Accounting Technology	Associate in Applied Business
Advertising Technology	Associate in Applied Business
General Business Technology	Associate in Applied Business
Merchandising Technology	Associate in Applied Business
<u>Division of Engineering Technology</u>	
Civil Engineering Technology	Associate in Applied Science
Computer Technology	Associate in Applied Science
Electrical Engineering Technology	Associate in Applied Science
Mechanical Engineering Technology	Associate in Applied Science
Metallurgical Engineering Technology	Associate in Applied Science

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PROGRAM OF INSTRUCTION (Fall 1968) T and CC Cont'd.:

The curricula of the two-year programs will require satisfactory completion of at least ninety quarter hours of course work exclusive of physical education. These ninety quarter hours will be divided as follows:

- a) One-half of all the work will be in technical courses appropriate to the field of study;
- b) One-fourth of the course work will be in non-technical subjects including communication and humanistic social studies; and
- c) One-fourth of the course work will be in carefully selected studies which are basic to the field of study in the technology, such as courses in mathematics and physics.

Other two-year programs will be designed to meet similar requirements as appropriate to a given curriculum. All the curricula will be structured to meet the criteria of the Ohio Board of Regents and to fulfill the requirements of the accrediting agencies.

Attached hereto are a number of typical curricula prepared for some of the new programs. These curricula are enclosed to demonstrate the type of programs that will be established. These are not finalized curricula and will require revision to be acceptable for presentation to the Senate for approval. Along with the preparation of the final curriculum for each program work will be initiated on writing course descriptions for the new courses, These course descriptions will likewise be presented to the Curriculum Committee and to the Senate for approval prior to the initiation of the courses.

Individuals requesting admittance to the programs of the Technical and Community College will have to be high school graduates and have completed specified units of instruction appropriate to the

PROGRAM OF INSTRUCTION (Fall 1968) T and CC Cont'd.:

curriculum or program to which they are requesting admission, The individual's high school preparation should be such that he will be able to maintain college level course work throughout the technical curriculum. Students whose preparation is less than adequate will be required to take appropriate remedial courses prior to being started on their two-year curriculum. The recommended minimum secondary school units required for entrance into an engineering technology will be:

- a) three units of English;
- b) one unit each in algebra and plane geometry with additional units in intermediate algebra and trigonometry desirable; and
- c) one unit of a physical science with laboratory, preferably in physics or chemistry.

Applicants to other two-year programs will be required to meet similar requirements as appropriate to the given curriculum,

YOUNGSTOWN STATE UNIVERSITY

SENATE MEETING

FRIDAY, APRIL 5, 1968

IN ATTENDANCE:

John L. Sprain
 John R. DeLauro
 Christine R. Nykema
 Helma S. Miner
 Elmer Foldvary
 P. von Ostwalden.
 E. Betty
 M. M. Caputo
 Frank A. Jorgensen

Frank A. Jorgensen
 M. E. Eubankberger

A. Brockhart
 J. J. Young
 F. Tarantini

D. Arnett

Shirley
 John H. Bernica
 M. Slavin

OVER

Robert Smith
 E. M. Evans
 Phillip F. Chuey
 Jack D. Foster
 James W. Kinazjs
 John F. Walter
 Marilyn Solak
 Margaret Braden
 Josephine Beckett
 Rick Paraska
 D. L. Decker
 George W. Kelley
 Mary P. Smith
 John P. Gillespie
 Ward Z. Minus
 Deane J. Edmuller
 E. M. Fisher
 Harold Crites
 D. S. Domonkos
 Wyl H. Eambs
 S. J. Roberts

YOUNGSTOWN STATE UNIVERSITY

SENATE MEETING

FRIDAY, APRIL 5, 1968

IN ATTENDANCE:

Bruce G. Riley
 A.W. Skardon, Jr.
 Theodore Chrobak
 Paul E. Trumbull
 J.M. Ellis
 J.F. Swartz
 Belkin
 Rudy Kewena
 J. Hen
 J. Dillon
 E. Sternberg
 Clyde Hanky
 David S. Ives
 1 Bayer
 Wm. Swosky
 Wright Stafe J.
 John E. Kalesa
 William Rodoll

Robert Ward
 Clyde A. Painter
 E.T. Reilly
 B.J. Gozdzick
 Melvin C. Dehnbostel
 Sanford N. Huttker
 Wm H. Coppel
 Mae Turner
 Emily Mae
 Fredrick Blue
 Ann B. Harris
 Grace Murphy
 John Napier
 D.W. Bop
 Van Zandt
 Leonard C. Spiegel
 Vera Jenkins

April 5, 1968. APPROVED BY SENATE.

W. J. Jenkins (Secretary of Senate)

YOUNGSTOWN STATE UNIVERSITY

INTER-OFFICE CORRESPONDENCE

TO Dr. Thelma Miner

DATE 25 March 1968

FROM N. Paraska

SUBJECT Approval of Technical and Community College Programs

Request approval by the University Curriculum Committee and the University Senate of the following:

- a) Completion of the two-year programs be recognized by the award of an Associate Degree - Associate in Arts, Associate in Applied Business, or Associate in Applied Science.
- b) The Technical and Community College offer the following two-year programs commencing in the Fall Quarter of 1968:

Division of General Studies

- *Associate in Arts
- Food Service Technology
- *Nursing
- *Police Science Technology

Division of Business Technology

- *Secretarial Studies
- Accounting Technology
- Merchandising Technology
- Advertising Technology
- General Business Technology

Division of Engineering Technology

- Civil Engineering Technology
- Computer Technology
- Metallurgical Engineering Technology
- Electrical Engineering Technology
- Mechanical Engineering Technology

(The asterisks denote programs currently being offered by Youngstown State University,)

An early approval is desired so that the two-year programs can be publicized to inform area residents of the Technical and Community College role in meeting their needs.

Sincerely,

N. Paraska
N. Paraska

Incl: Program of Instruction - Fall 1968

cc: Dean Coffield

**YOUNGSTOWN STATE UNIVERSITY
TECHNICAL AND COMMUNITY COLLEGE**

PROGRAM OF INSTRUCTION - FALL 1968

Planning for the scope of operation of the Technical and Community College **commencing in the Fall Quarter** of 1968 has progressed to the point that **approval of the general overall program** seems **desirable**. Approval by the **University Curriculum Committee** and the **University Senate** will **permit the start of some** publicity about **the program**.

The objectives of the Technical and Community College as an integral part of Youngstown State University are to provide:

- a) An opportunity for all high **school graduates** to have access to higher education;
- b) Technical training to qualify **individuals for employment as technicians;**
- c) A source of **trained technicians to wet the needs** of local business and **industry; and**
- d) Adult and continuing education for the **community.**

All the associate degree programs of the Technical and Community College will be two years in duration and will lead to one of the following Associate Degrees:

Associate in Arts

Associate in Applied Business

Associate in Applied Science.

The Associate Degree should be awarded in preference to "title" as now used by Youngstown State University for the following reasons:

- a) The "Master Plan for State Policy in Higher Education" of the Ohio Board of Regents recommends that successful completion of two-year programs be recognized by awarding the above degrees;
- b) Other Ohio institutions of higher learning award Associate Degrees in accord with the Board of Regents plan; and
- a) The Worth Central Association of Colleges and Secondary Schools requires that an institution of higher education seeking accreditation of a two-year program must offer programs leading to the Associate Degree.

The Associate Degree programs will include those two-year programs already established within the university (marked by asterisks) and new programs to be started. These programs will be grouped as follows and will lead to the degrees shown:

<u>Program</u>	<u>Degree</u>
Division of General Studies	
*Associate in Arts	Associate in Arts
Food Service Technology	Associate in Arts
*Nursing	Associate in Applied Science
*Police Science Technology	Associate in Arts

Division of Business Technology

*Secretarial Studies	Associate in Applied Business
Accounting Technology	Associate in Applied Business
Advertising Technology	Associate in Applied Business
General Business Technology	Associate in Applied Business
Merchandising Technology	Associate in Applied Business

Division of Engineering Technology

Civil Engineering Technology	Associate in Applied Science
Computer Technology	Associate in Applied Science
Electrical Engineering Technology	Associate in Applied Science
Mechanical Engineering Technology	Associate in Applied Science
Metallurgical Engineering Technology	Associate in Applied Science

The curricula of the two-year **programs** will require satisfactory completion of at least ninety quarter hours of course work exclusive of physical education. These ninety quarter hours will be divided as **follows**:

- a) One-half of all the work will be in technical courses appropriate to the field of study;
- b) One-fourth of the course work will be in non-technical subjects including **communication** and humanistic **social** studies; and
- c) One-Fourth of the course work will be in carefully selected **studies** which are basic to the field of study in the technology, **such** as courses in mathematics and physics.

Other **two-year** programs will be designed to **meet** similar requirements **as** appropriate to a given **curriculum**. All the **curricula** will be **structured** to meet the criteria of the Ohio **Board** of Regents **and** to **fulfill** the **requirements** of the accrediting agencies,

Attached hereto **are** a number of typical **curricula** prepared for some of the new **programs**. **These curricula** are enclosed to **demonstrate** the **type** of **programs** that will be **established**. These are **not** finalized curricula and **will** require **revision** to be acceptable for presentation to the Senate for approval. Along with the preparation of the final curriculum for each program **work** will be **initiated** on **writing** course description. for the new courses, **These course descriptions** will likewise be **presented** to the Curriculum **Committee** **and** to the **Senate** for **approval** prior to the initiation of the courses.

Individuals **requesting admittance** to the programs of the Technical and **Community** College will have to be high **school** graduates and have **completed specified** units of **instruction** appropriate **to** the **curriculum** or **program** to which they are requesting **admission**. The **individual's** high **school** preparation should be such that he will be able **to maintain** college level **course work** throughout the technical **curriculum**. Students whose preparation is less than adequate will be **required** to **take** appropriate **remedial** courses prior to being started on their two-year **curriculum**. The recommended **minimum** secondary school units required for entrance into an engineering technology will be:

- a) three units of **English**;

- b) **one unit** each in **algebra and plane geometry**
with additional units in **intermediate algebra**
and trigonometry **desirable**; and
- c) **one unit** of a **physical science** with **laboratory**,
preferably in physics or chemistry.

Applicants to other **two-year** programs will be required to **meet similar requirements** as appropriate to the given **curriculum.**

April 8, 1968

SENATE BALLOT--YOUNGSTOWN STATE UNIVERSITY
FOR COLLEGE OF ARTS AND SCIENCES

(VOTE FOR NOT MORE THAN 36)

___EVERETTE ABRAM	___JOHN CLEARY	___ALFONSO GARCIA
___JAMES ADOVASIO	___IRWIN COHEN	___BEVERLY GARTLAND
___DOMENICO ALIBERTI	___MARGARET CONNELLY	___CAROL GAY
___ROBERT AMEDURI	___FRANK COSTA	___THOMAS GAY
___CAROL AMENDOLARA	___PAUL CRESS	___CHARLES GEBELEIN
___JOSEPH BAHISCH	___HAROLD CRITES	___CYNTHIA GOARD
___MARIAN BAILEY	___KATHERINE CRITES	___ADORACION GONZALEZ
___WILLIAM C. BAKER	---JANE CUNNINGHAM	___STEPHEN GRCEVICH
___LUBA BARNA-GULENTCH	---MARK CURRAN	___ELIZABETH GREENLEE
___EUGENE BARRET	___SONIA CUR=	___MARY GUTERBA
___PAUL BECKMAN	___CHARLES DARLING	___PHILIP J. HAHN
___RICHARD BEE	___DON DEGLI	___CLYCE HANKEY
___DWIGHT BEEDE	___NELLIE DEHNBOSTEL	___MARY VIRGINIA HARE
___GEORGE BEELEN	___THADDEUS DILLON	___ROBERT HARE
___DAVID M. BEHEN	___THOMAS DOBBELSTEIN	___ANN HARRIS
___J. RICHARD BENNETT	___GUIDO DOBBERT	___GEORGE HAUSHALTER
___MARILYN BILES	___MARY ANN DOBRICH	___JOHN HUDZIK
___FREDERICK BLUE	___LESLIE DOMONKOS	___RAYMOND HURD
___PAULINE BOTTY	___GEORGE M. DURITSA	___DAVID IVES
___JOHN BRENNAN	___CHRISTINE DYKEMA	___HENRI JAKOBS
___CATHERINE BRIDGHAM	___C. WM. EICHENBERGER	___RALPH L. JOHNSON
___ALFRED BRIGHT	___LOUISE EINSTEIN	___ROBERT C. JOHNSON
___BARBARA BROTHERS	___EARL E. EMINHIZER	___ELAINE JUHASZ
___MARGARET BROWN	___LARRY ESTERLY	___ANTHONY JULIUS, JR.
___DORIS CANNON	___MASON FISHER	___JEAN M. KELTY
___STEPHEN R. CARTER	___ELMER FOLDVARY	___TAGHI KERMANI
___CARL F. CHUEY	___J. DONALD FOSTER	___JANET KNAPP
___FRANK CIOTOLA	___JAMES FOUNTAINE	___LELAND W. KNAUF

___ MARILYN A. KOCINSKI	___ MARGARET MOORE	___ SUDHA SAKSENA
___ JOSEPH J. KOSS	___ AURORA M. MORELLI	___ VISHNU P. SAKSENA
___ HARRY KRYNICKY	___ ALBERT MORITZ	___ ANN SCHAFFER
___ BERTINA A. LABORDE	___ CHAPLAIN MORRISON	___ ALICE SCHELLBERG
___ JAMES LEPORE	___ CLAUDIA MORRISON	___ WERNER SCHULTZ
___ RENEE LINKHORN	___ NICHOLAS MORTELLARO	___ LEONARD SCRIBNER
___ LORETTA LIPTAK	___ GRATIA MURPHY	___ VIRGINIA SHALE
___ JAMES LUCAS	___ ESTHER NIEMI	___ HELEN SHIELDS
___ JOSEPH B. LUCAS	___ HENRY J. OLES	___ BARBARA SITTIG
___ MARVIN LUKIN	___ RICHARD C. PHILLIPS	___ A.W. SKARDON, JR.
___ RUSSELL MADDICK	___ PATRICIA PODOLL	___ MORRIS SLAVIN
___ INALLY MAHADEVIAH	___ WILLIAM PODOLL	___ THOMAS P. SMATHERS
___ FRANK J. MALAK	___ JAMES POGGIONE	___ AGNES SMITH
___ MICHAEL MAMRICK	___ FRANK POLITE	___ FRANK W. SMITH
___ JOHN MANTON	___ DAVID POWERS	___ ROBERT K. SMITH
___ CLEMENT MASLOFF	___ DAVID QUINBY	___ WILLIAM F. SMITH
___ ALBERT MATZYE	___ JOYCELYN RAMSEY	___ JOHN SMYTHE
___ GUS MAVRIGIAN	___ GHASSAN RASSAM	___ JOSEPH SOLIMINE
___ LAWRENCE McCLURE	___ LaVERNE D. REILLY	___ LEONARD SPIEGEL
___ EDNA McDONALD	___ MARY P. RIGO	___ SISTER ELIZ. STAUDT
___ KEITH McKEAN	___ BRUCE T. RILEY	___ ELIZ. STERENBERG
___ JAMES McKEE	___ SIDNEY I. ROBERTS	___ NICHOLAS STURM
___ DONALD McLENNAN	___ RALPH ROBINETTE	___ CLARA B. THOMAN
___ JAGDISH MEHRA	___ STAMEN RODFONG	___ ROBERT THOMPSON
___ MARGARITA MILLS	___ HARVEY ROSENTHAL	___ JANE TUREK
___ THELMA MINER	___ DOM L. ROSSELLI	___ HELEN VAN GORDER
___ WARD L. MINER	___ ANNA MAE ROWE	___ PAUL VAN ZANDT
___ RICHARD MITCHELL	___ RONALD ROWE	___ JAMES VECHIARELLA
___ EDWARD MOONEY	___ CHESTER E. RUFH	___ PETER von OSTWALDEN

___KENNETH WALLACE

___MICHAEL WALUSIS

___WILLARD WEBSTER

___LIBBY WERBNER

___NELL WHIPKEY

___INGA S. WORLEY

___RALPH E. YINGST

___WARREN YOUNG

___BETTY A. ZBORAY

___ALAN ZOELLNER

NOTE: **This** ballot is to be placed in the envelope provided, (SEALED), with the name of ~~the~~ voter on the outside and returned to Vera Jenkins, Secretary of the Senate, Mailroom Box #457 by MONDAY, APRIL 15, 1968 at **4:00** p.m.

BALLOTS RECEIVED AFTER 4:00 p.m. ON THAT DAY WILL NOT BE COUNTED.

April 8, 1968

SENATE BALLOT
YOUNGSTOWN STATE UNIVERSITY
FOR SCHOOL OF BUSINESS ADMINISTRATION
(VOTE FOR NOT MORE THAN 9)

_____ NANCY J. ANKELES	_____ MELVIN P. MAMULA
_____ JOHN R. BOLAND	_____ DONALD H. MATHEWS
_____ FRANK M. BRADEN	_____ RAYMOND E. MEINERS
_____ PHILIP F. CHUEY	_____ CASPER J. MOORE, JR.
_____ ANTHONY F. DASTOLI	_____ CLYDE A. PAINTER
_____ MARJORIE DAVIES	_____ WILLIAM PETRYCH
_____ LAWRENCE A. DAVIS	_____ VIRGINIA PHILLIPS
_____ E. TERRY DEIEERICK	_____ DAVID S. PROVANCE
_____ SYLVAN H.D. EINSTEIN	_____ EDWARD T. REILLY
_____ ERWIN MARK EVANS	_____ EUGENE E. SCHNEIDER
_____ ROBERT F. FERRO	_____ MARY SEBESTYEN
_____ FRANK A. FORTUNATO	_____ BETTY H. SEIFERT
_____ EMILY K. GOLDSTEIN	_____ EUGENE A. SEKERES
_____ JOHN L. GRIM	_____ CYNTHIA SPIKER
_____ WILLIAM J. GUTKNECHT, JR.	_____ MICHAEL E. STEVENS
_____ WILLIAM W. HANKS	_____ WILLIAM E. WALSH
_____ DOROTHY HILLE	_____ MARTHA WALTON
_____ VERA JENKINS	_____ ROBERT J. WOLANIN
_____ JOSEPH H. KOORNICK	_____ RICHARD T. ZENO
_____ ROBERT P. LACICH	_____ JEROME E. ZETTS
_____ PAUL E. LIBER	

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April 8, 1968

SENATE BALLOT
YOUNGSTOWN STATE UNIVERSITY
FOR THE SCHOOL OF EDUCATION
(VOTE FOR NOT MORE THAN 2)

_____SAMUEL AVEN

_____DOROTHY HEYM

_____J. LEONARD **AZNEER**

_____HOWARD MILLER

_____ANNA MARGARET BATTIN

_____JUANITA RODERICK

_____JOSEPHINE BECKETT

_____MARIE SCUDDER

_____MARGARET **BRADEN**

_____MARILYN **SOLAK**

_____C. A. CHRISTOPHER

_____CLYDE VANAMAN

_____LAWRENCE **DIRUSSO**

_____JOHN WALTER

_____WILBERT M. **HAMMACK**

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April 8, 1968

SENATE BALLOT
YOUNGSTOWN STATE UNIVERSITY
FOR SCHOOL OF ENGINEERING
(VOTE FOR NOT MORE THAN 3)

_____ **SHAFFIQ AHMED**

_____ **JOHN PETREK**

_____ **DONALD ARNETT**

_____ **VICTOR RICHLEY**

_____ **THEODORE CHROBAK**

_____ **JOHN RITTER**

_____ **HALIL ERZURUM**

_____ **MATTHEW SIMAN**

_____ **MEHDI GHAFFARZADEH**

_____ **SAMUEL SKAROTE**

_____ **JOSEPH GONCZ**

_____ **GERHARD STEIN**

_____ **PASTOR GONZALEZ**

_____ **FRANK TARANTINE**

_____ **HAROLD JOHNSON**

_____ **BERNARD VOJTKO**

_____ **EDWIN PEJACK**

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April 8, 1968

SENATE BALLOT
YOUNGSTOWN STATE UNIVERSITY
FOR SCHOOL OF MUSIC
(VOTE FOR NOT MORE THAN 2)

_____ JOHN ALLEMAN	_____ GERALD McGEE
_____ DONALD BYO	_____ ESOTTO PELLEGRINI
_____ MADAME FANNY CLEVE	_____ WADE RARIDON
_____ JAMES ELSON	_____ FRED ROSENBERG
_____ LOIS HOPKINS	_____ CHARLES RULLMAN
_____ ROBERT HOPKINS	_____ DUANE SAMPLE
_____ VERN KAGARICE	_____ IRENE SAMPLE
_____ JACOB LARSON	_____ ARTHUR SPIRO
_____ SISTER AGNES JEAN LAVIN	_____ ROBERT TAYLOR
_____ WALTER MAYHALL	_____ MYRON WISLER

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