

F

MINUTES
YOUNGSTOWN STATE UNI
SENATE MEETING
Friday, October 13, 1967

PRESENT: Mr. Cohen, Mr. Ives, **Mr.** Ward, Mr. Carson, Mr. Painter, **Mr.** Swartz, **Mr.** Siman, Mr. **Dillon**, Mr. Hankey, **Mr.** Dykema, Mr. **Gillespie**, Mr. Stone, Jr., Miss Boyer, **Mrs.** Painter, Mr. **Beckman**, Mr. Fisher, Mr. Crites, **Mrs.** Mackall, **Mrs.** Turner, Mr. Luginbill, Mr. Mayer, Mr. Boland, **Mr.** Grim, Mr. **Podoll**, Miss Kocinski, Miss Sterenberg, Mr. Riley, **Mr.** Baker, **Mr.** Elser, **Mr.** Young, **Mrs.** Harris, Mr. Blue, Mr. **Behen**, **Mr.** Domonokos, **Mr.** Slavin, **Mr.** Earnhart, Mr. Spiegel, **Mr.** Eichenberger, Mr. Roberts, **Mr.** Skardon, Miss **Feldmiller**, Mr. Van Zandt, Mr. **Kelley**, **Mr.** Wales, Mr. Webster, Mr. Arnett, Mr. Cernica, Mr. Tarantine, Mr. Paraska, Mr. Goncz, Mr. Sorokach, Mr. **D'Isa**, Mr. Chrobak, **Mr.** Edgar, Mr. Kramer, Mr. Ahmed, Mr. Mavrigian, **Mr.** Ellis, **Miss** Pfau, **Mrs.** Solak, **Mr.** Shipman, Mr. Aven, Mr. Jones, Mr. Hahn, **Mrs.** Worley, Mr. Saksena, Mr. **Kiriazis**, **Mrs.** Smith, **Mr.** Fortunato, Mr. Aurand, **Mrs.** Dehnbostel, **Mr.** Yozwiak, Mr. Naberezny, Mr. Livosky, Mr. Foldvary, Mr. von Ostwalden, **Mr.** Foster, **Mrs.** Botty, **Mrs.** Braden, **Mrs.** Niemi, Mr. Miller, **Mr.** Evans, Mr. **Reilly**, **Mr.** Browne, **Mrs.** Browne, **Miss** Jenkins, Dean Coffield, President Pugsley.

PRESIDING: PRESIDENT ALBERT L. PUGSLEY. TIME: 4:00 p.m.

REPORT FROM SENATE COUNCIL BY CHAIRMAN, IRWIM COHEN:

Dr. Cohen reviewed the status of the Senate Council. The Senate Council is set up according to Article **III**, Section 4 of the Constitution.

School-designated members of the Senate Council were announced at the **May** 5, 1967 meeting of the Senate:

Liberal Arts: Irwin Cohen (3-year term)
Business Administration: Edward **Reilly** (3-year term)
Education: Marilyn Solak (2-year term)
Engineering: Frank **Tarantine** (2-year term)
Music: Donald Byo (1-year term)

Nominations were received for the four at-large positions on the Senate Council at the **May** 5, 1967 meeting. A mail ballot was conducted and resulted as follows:

Philip **Hahn** (3-year term) Gus Mavrigian (1-year term)
Esther Niemi (2-year term) Margaret Pfau (1-year term)

The Senate Council is charged with setting up the agenda for Senate meetings. There is no set procedure for the placing of matters on the agenda and **Dr.** Cohen would like to have written remarks on this,

The first meeting of the Senate Council was held June 19 with Donald Byo as Chairman. At this meeting **Dr.** Irwin Cohen was elected Chairman, and **Mrs.** Esther Niemi, Secretary. Several meetings of this group were held during the summer with each meeting lasting about 2½ hours. They also had three more meetings before school started with the Administrative Council for the purpose of setting up the Committees.

The Committee structure is apparent in the material given to each Senate member, and this pertains to University Committees and all refers to the under-graduate College. None of it refers to the Graduate School.

The Council tried to set up the best Committee structure possible. There are 3 types of Committees: (A) Committees Deriving Authority From The Faculty; (B) Committees Deriving Authority Jointly From The Faculty And Administration; (C) Committees Deriving Authority From The Administration. Each Committee is listed and the purpose of each given on pages given to Senate members.

Dr. Cohen reviewed several of the Committees and their purposes. The appointments to these Committees were worked on at some length during the summer months by the Senate Council. Continuous forming and reforming was done to get the best structure possible. The Council also wanted some degree of continuity. It would be appreciated if people would bear with the Committee assignments they have been given and not ask to change their assignment at this time. About the middle of the ensuing year they plan to consult with the faculty about the appointments for next year, Suggestions may be given to the Senate Council or to a given Committee. These Committees are in effect for this academic school year 1967-68. The Senate Council will report on its activities and also submit other reports from time to time.

President Pugsley called for corrections or additions to the Senate Minutes of the May 5, 1967 meeting. There being none the minutes were approved as distributed to the Senate members.

INSTRUCTIONAL APPROVAL:

The President asked for a motion that would allow editorial change throughout the Constitution where appropriate to incorporate the necessary language for Youngstown State University as opposed to The Youngstown University. This was done. Moved and seconded. Motion passed unanimously.

COMMITTEE STRUCTURE REMARKS BY THE PRESIDENT:

A number of Committees have members from both the Faculty and the Administration. The purpose is to get the job done. Some of the Committees do not provide for student membership. All Committees should not have student membership. The President asked the Council to review the Committee structure with the possibility of providing student membership on some of the Committees. He suggested the possibility of student membership on the following Committees:

A-5 Library Committee; B-1 Athletic Council (but not at present); B-2 Calendar Committee; B-5 Student Affairs Committee, including the (a) part under this also; B-6 Alumni Affairs Committee; B-9 Special Lecture Series; B-10 Health Committee; C-4 Discipline Committee (already provision for 3 on it); C-5 University Publications Board (already provision for 3 on it).

MOTION: Refer consideration of student membership on these Committees to Senate Council. Moved and seconded that this may be done, Passed unanimously.

C-10 Appeals Committee, No reason for students on this Committee. This Committee is designed to be the equivalent of a Grievance Committee. It is a Committee of appeal of individual injustices which have exhausted all the normal channels of the University. The Faculty member has consulted with his Department Chairman, his Dean, etc. If the Faculty member or employee is still not satisfied he may appeal to this Committee.

ENGINEERING SCHOOL:

1) Theodore Chrobak next in line to replace Richard Matasic, who is no longer with the Engineering School; there was a 3-way tie for Michael Solomon's place (he is now **part-time**). This tie was resolved Friday morning, October 6 by tellers **Dr. David Behen** and **Dr. Marvin Chrisp** in presence of secretary, Vera Jenkins. Joseph F. Goncz, Jr. now replaces Mr. Solomon.

MUSIC SCHOOL:

2) Robert Campbell no longer with Music School. There was a 3-way tie for this place. This tie was resolved Friday morning, October 6 by tellers **Dr. David Behen** and **Dr. Marvin Chrisp** in presence of Secretary, Vera **Jenkins**. James W. Elson second member from Music School.

NOMINATIONS FOR COMMITTEE ON CONSTITUTION AND BYLAWS:

The following ten (10) nominations were made for the Committee on Constitution and Bylaws as required by the Bylaws:

- | | |
|---------------------|---------------------------|
| (1) John Boland | (6) James W. Kiriazis |
| (2) Thaddeus Dillon | (7) Ward L. Miner |
| (3) L. S. Domonkos | (8) Clyde A. Painter |
| (4) Elmer Foldvary | (9) Leonard B. Spiegel |
| (5) David S. Ives | (10) Elizabeth Sterenberg |

Election of the five (5) members of the Committee will be by MAIL BALLOT.

REMARKS BY THE PRESIDENT -- ADOPTION OF TEXTBOOKS:

The lists of textbooks were not available soon enough to enable students to purchase their books before the opening of the Fall Quarter. In order to avoid the confusion and long standing in line experienced by many students in purchasing their books several possible remedies to the situation are being considered:

- 1) Temporary set-up of Self Service
- 2) re-packaging. (Only a possibility, may not be successful).

Many students were advised by teachers to wait until the first meeting of the class before buying their textbooks.

Each of our courses has an agreed syllabus, (an outline for the course). Wherever there is more than one section of the same course it would be advisable to adopt for the University a single textbook for that course.

The Bookstore should have the lists of books to be adopted from the Department Chairmen far enough in advance in order to have the books from the publishers in time. We have some competition with adjoining Bookstores. It is in the interest of good organization for some time limits to be set. Dean Coffield is going to work with the Deans for some orderly procedures for handling this **situation**.

PRESIDENT PUGSLN ASKED TO HAVE HIS ARTICLE ON SALE OF BOOKS AND SUPPLIES INCORPORATED INTO THE MINUTES OF TODAY'S MEETING:

"The sale of books and supplies directly related to the needs of the classroom has long been a function of university book stores, in both public and private institutions. In addition other items carrying the university's name are provided since these items are not of general public interest. Such sales are, however, by no means a monopoly of the University, but are provided as a convenience for students. Included in these goods are a modest selection of ash trays,

jewelry including pendants and class rings, mugs, jerseys, sweat shirts, laundry bags and other such miscellaneous items upon which the institutional identification is loud and clear. With the change in the name of the University, class rings were included since they fall in the same category as other crested items. The University does not have an official state university ring nor any exclusive franchise relating to it. Any jeweler or other business firm in the community may certainly sell any rings or other goods that he feels will appeal to the University students in a wholly free and competitive market."

CUSTODIAL AND MAINTENANCE MEMBERS:

The President said he had met with the Custodial and Maintenance members, over 100 in number. He told them he appreciated their services and that they are an integral part of the University. They have the same Fringe Benefits the faculty members have. They have sick leave which they did not have before. He stated that we cannot recognize any specific Labor Organization for bargaining purposes,

PROBLEMS THIS FALL:

We have three (3) major problems facing us this Fall:

1) Operation under Quarter System,

The President suggested that all courses be reviewed in terms of length and especially for a larger size in the Fourth (4th) Quarter. This will make for more employment in the Fourth Quarter.

2) Understanding of Fringe Benefits of Faculty, Retirement Plan, etc. Some of these questions are not entirely clear to individuals. Please consult Mr. Rook's Office for details,

3) Overcrowding:

The Engineering Building was not finished by the Fall Quarter due to the trades strikes. We hope it will be completed by the Winter Quarter. It is an impossible thing when too many people are assigned to a given area.

If necessary we will rent additional space. Present your problems to your respective Deans.

WE WILL BE VERY OVERCROWDED THIS COMING QUARTER.

President Pugsley mentioned if anyone has any problems or any questions there is always an ear for a person anywhere along the line if he needs it; The Dean of the University, Deans of the various Schools, Department Chairmen, and President Pugsley's door is always open. The following Motion was made by Mrs. Pauline E. Botty:

MOTION: The Senate go on record on behalf of the Faculty with an expression of appreciation and a vote of confidence to the Administration for their leadership in this period of transition.
Motion seconded and passed unanimously.

Respectfully submitted,

Vera Jenkins

Vera Jenkins
Secretary of the Senate

Youngstown University

youngstown, ohio

May 16, 1967

TO: MR. RUSSELL JAMES
CENTRAL SERVICE

FROM: MR. JOSEPH S. ROOK
BUSINESS MANAGER

Miss Vera Jenkins has been elected Secretary of The Youngstown University Senate.

This is to certify that she is authorized to pick up from Central Service the supplies she may need from time to time such as: envelopes, paper, etc. These items to be charged to the University Senate.

Mr. James
Charge to 1110

Joseph S. Rook
JOSEPH S. ROOK
BUSINESS MANAGER

JSR:VJ

May 17, 1967

RESULTS OF THE BALLOTING FOR THE FOUR AT-LARGE POSITIONS ON THE SENATE COUNCIL:

- 1) Philip Hahn - elected to a three-year term.
- 2) Esther Niemi - elected to a two-year term.
- 3) Gus Mavrigian - elected to a one-year term.
- 4) Margaret Pfau - elected to a one-year term.
- 5) Raymond Kramer
- 6 and 7) Tied: Robert L. Miller and
Ward Miner
- 8) John Walter

Dena Jenkins
SECRETARY OF THE SENATE

January 26, 1968

NOTE: Raymond Kramer is next in line by number of votes for representative-at-large to serve on Senate Council. He will be taking the place as of February 1 of Gus Mavrigian who is taking a leave of absence, starting at that time.

Dena Jenkins
SECRETARY OF THE SENATE

Youngstown University

youngstown, ohio

June 15, 1967

TO: DR. WILLIAM H. COFFIELD
FROM: Vera Jenkins
Secretary of the Senate

Attached is a list of the SENATE MEMBERS May 1, 1967-May 1, 1968.

SENATE COUNCIL:

School-designated members of Senate Council as follows:

Liberal Arts: Irwin Cohen - 3-year term
Business Administration: Edward T. Reilly - 3-year term
Education: Marilyn Solak - 2-year term
Engineering: Frank Tarantine - 2-year term
Music: Donald Byo - 1-year term

Results of the election for the four at-large positions on the Senate Council:

- 1) Philip Hahn - elected to a three-year term
- 2) Esther Niemi - elected to a 2-year term
- 3) Gus Mavrigian - elected to a 1-year term
- 4) Margaret Pfau - elected to a 1-year term

Vera Jenkins

SECRETARY OF THE SENATE

SENATE MEMBERS
May 1, 1967 - May 1, 1968

ELECTED MEMBERS

Liberal Arts

William C. Baker
Paul Beckman, Jr.
David Behen
Frederick J. Blue
Catherine Bridgham
Irwin Cohen
Harold Crites
Thaddeus Dillon
L. S. Domonkos
Christine Dykema
Elmer Foldvary
J. Donald Foster
Thomas Gay
Philip J. Hahn
Clyde Hankey
James Kiriazis
Gus Mavrigian
Thelma Miner
Margaret Pfau
Sidney Roberts
Vishnu Saksena
A. W. Skardon, Jr.
Morris Slavin
Leonard Spiegel
Elizabeth Sterenberg
Paul Van Zandt
Peter von Ostwalden
Willard Webster
Inga Worley

Business Administration

John Boland
Marion K. Browne
Philip F. Chuey
Frank Fortunato
John L. Grim
Vera Jenkins
Esther Niemi
Clyde Painter
William Petrych
Edward Reilly

Education

Samuel D. Aven
Josephine Beckett
Margaret Braden
Marilyn Solak
John F. Walter

Engineering

Shaffig Ahmed
Donald R. Arnett
Richard Matasic
Nick Paraska
Matthew Siman
Michael Solomon
Frank Tarantine

Music

Donald Eyo
Robert Campbell

EX-OFFICIO MEMBERS

President Pugsley
Dean Coffield
Dean Gillespie
Dean Painter
Dean Dykema
Dean Swartz
Dean Charignon
Dean Miller
Dean Aurand
Joseph Rook
Mary B. Smith
William Livosky
Philip Snyder
George H. Jones
Pauline Botty
Ivis Boyer
McKinley Browne

William B. Carson
John Cernica
Marvin Chrisp
Nellie Dehnbostel
Frank A. D'Isa
Hugh Earnhart
Frank Ellis
R. Donald Elser
E. Mark Evans
Illajeon Feldmiller
Edward J. P. Fisher
William S. Flad
C. Earl Harris
David S. Ives
Michael Klasovsky
Marilyn Kocinski
Raymond Kramer

Rev. Joseph Lucas
Paul C. Luginbill
Emily Mackall
Richard Magner
Walter Mayer
Ward Miner
Jon Naberezny
William L. Powers
Bruce T. Riley
E. D. Scudder
W. A. Shipman
Robert Sorokach
Dumitru Tcodorescu
Ma Turner
Col. John Wales III
Warren Young
Eernard Yozwiak

THE ACADEMIC CALENDAR 1967-68

FALL QUARTER 1967

Date to be announced		Registration and Orientation
Oct. 2	Mon. 8 A.M.	Classes Begin
Oct. 9	Mon. 10 P.M.	Last day to enroll in a class
Oct. 28	Sat. 12 noon	Last day for withdrawing with a W.P.
Nov. 22	Wed. 10 P.M.	Thanksgiving Vacation Begins
Nov. 27	Mon. 8 A.M.	Thanksgiving Vacation Ends
Dec. 2	Sat. 12 noon	Last day to apply for admission or readmission for winter quarter
Dec. 11	Mon. 8 A.M.	Final Exams Begin
Dec. 16	Sat. 1:30 P.M.	Final Exams End

WINTER QUARTER 1968

Date to be announced		Registration and Orientation
Jan. 2	Tues. 8 A.M.	Classes Begin
Jan. 8	Mon. 10 P.M.	Last day to enroll in a class
Jan. 27	Sat. 12 noon	Last day for withdrawing with W.P.
Feb. 24	Sat. 12 noon	Last day to apply for admission or readmission for spring quarter
Mar. 11	Mon. 8 A.M.	Final Exams Begin
Mar. 16	Sat. 1:30 P.M.	Final Exams End

SPRING QUARTER 1968

Dates to be announced		Registration and Orientation
Mar. 25	Mon 8 A.M.	Classes Begin
Apr. 1	Mon. 10 P.M.	Last day to enroll in a class
Apr. 20	Sat. 12 noon	Last day for withdrawing with a W.P.
May 25	Sat. 12 noon	Last day to apply for admission or readmission for summer quarter
May 30	Thurs,	Legal Holiday No Classes
June 3	Mon. 8 A.M.	Final Exams Begin
June 8	Sat, 1:30 P.M.	Final Exams End
June 12	Wed	Spring Commencement

SUMMER QUARTER 1968

Dates to be announced		Registration and Orientation
June 17	Mon. 8 A.M.	Classes Begin-Summer Quarter and First Term
June 19	Wed. 10 P.M.	Last day to enroll in a class-First Term
June 24	Mon. 10 PM	Last day to enroll in a class-Summer Quarter
June 29	Sat. 12 noon	Last day for withdrawing with a WP-First Term
July 4	Thurs,	Legal Holiday No Classes
July 13	Sat. 12 noon	Last day for withdrawing with a WP-Summer Quarter
July 24	Wed. 10 PM	First Term Ends (Final Exams during Periods)
July 25	Thurs. 8 A.M.	Second Term Begins
July 27	Sat. 12 noon	Last day to enroll in a class-Second Term
Aug. 1	Thurs. 5 PM	Last day to apply for admission or readmission for fall quarter
Aug. 8	Thurs. 10 PM	Last day for withdrawing with a WP-Second Term
Aug. 26	Mon. 8 A.M.	Final Exams Begin-Summer Quarter
Aug. 31	Sat. 1:30 P.M.	Final Exams End-Summer Quarter
Aug. 31	Sat. 1:30 PM	Second Term Ends (Final Exams during periods)
Aug. 31	Sat.	Summer Commencement

1967 FOOTBALL SCHEDULE

Sept. 16, Sat.....	Tennessee Tech,	Away
Sept. 22, Fri. Night..	Central Michigan,	Home
Sept. 30, Sat..	Baldwin Wallace,	Away
Oct. 7, Sat..	Akron University,	Away
Oct. 14, Sat, Afternoon..	Southern Connecticut,	Home

Youngstown State University

Youngstown, Ohio 44503

October 4, 1967

Memo To: Miss Jenkins, Business Administration

This confirms your reservation for the Library Audio Visual

Room on October 13, 1967, at 4:00 p.m.
 November 3, 1967, at 4:00 p.m.
 December 1, 1967, at 4:00 p.m.

. for the Senate Council.

N. J. Leonelli, P.E.
Director of Physical Plant

cc: Mrs. Smith
 R. Weber

YOUNGSTOWN STATE UNIVERSITY
SENATE MEMBERS
CORRECTED LIST October, 11, 1967

ELECTED MEMBERSLIBERAL ARTS

William C. Baker
 Paul Beckman, Jr.
 David Behen
 Frederick J. Blue
 Catherine Bridgham
 Irwin Cohen
 Harold Crites
 Thaddeus Dillon
 L. S. Domonkos
 Christine Dykema
 Elmer Foldvary
 J. Donald Foster
 Thomas Gay
 Philip J. Hahn
 Clyde Hankey
 James Kiriazis
 Gus Mavrigian
 Thelma Miner
 Margaret Pfau
 Sidney Roberts
 Vishnu Saksena
 A. W. Skardon, Jr.
 Morris Slavin
 Leonard Spiegel
 Elizabeth Sterenberg
 Paul Van Zandt
 Peter von Ostwalden
 Willard Webster
 Inga Worley

BUS. ADMIN.

John Boland
 Marion K. Browne
 Philip F. Chuey
 Frank Fortunato
 John L. Grim
 Vera Jenkins
 Esther Niemi
 Clyde Painter
 William Petrych
 Edward Reilly

ENGINEERING

Shaffig Ahmed
 Donald R. Arnett
 Nick Paraska
 Matthew Siman
 Frank Tarantine
 Theodore Chrobak
 Joseph F. Goncz, Jr

EDUCATION

Samuel D. Aven
 Josephine Beckett
 Margaret Braden
 Marilyn Solak
 John F. Walter

MUSIC

Donald Byo
 James W. Elson

EX-OFFICIO MEMBERS

President Pugsley
 Dean Coffield
 Dr. Earl E. Edgar
 Dean Gillespie
 Dean Painter
 Dean Dykema
 Dean Swartz
 Dean Charignon
 Dean Miller
 Dean Aurand
 Joseph Rook
 Mary B. Smith
 William Livosky
 Philip Snyder
 George H. Jones
 Pauline Botty
 Ivis Boyer
 McKinley F. Browne

William B. Carson
 John Cernica
 Nellie Dehnbostel
 Frank A. D'Isa
 Hugh Earnhart
 Frank Ellis
 R. Donald Elser
 E. Mark Evans
 Illajean Feldmiller
 Edward J. P. Fisher
 William S. Flad
 Mrs. Ann Harris
 David S. Ives
 Michael Klasovsky
 Marilyn Kocinski
 Raymond Kramer
 George Kelley
 Robert E. Ward
 Marvin Chrisp

Rev. Joseph Lucas
 Paul C. Luginbill
 Emily Mackall
 Richard Magner
 Walter Mayer
 Ward Miner
 Jon Naberezny
 C.Wm. Eichenberger
 Bruce T. Riley
 Eugene D. Scudder
 W. A. Shipman
 Robert Sorokach
 Dr. Teodorescu
 Mae Turner
 Warren Young
 Bernard Yozwiak
 Col. Wm. M. Stone
 John Wales, III

YOUNGSTOWN STATE UNIVERSITY

SENATE MEETING

FRIDAY, OCTOBER 13, 1967

IN ATTENDANCE:

Lhen
 David S. Ives
 Robert Ward
 Tom B. Carson
 Clyde A. Painter
 Stewart
 Matthew Diman
 Hod Dillon
 Clyde Hanky
 Karl W. Dykema
 John P. Gillespie
 Tom M. Stoeck
 i Boyer
 Eric Reuter
 Paul Beckman
 E. J. Fisher
 Harold R. Guter
 W. Coffell
 E. P. Maurice
 Mae Turner
 Paul Cotterbaugh
 W. E. Mayer
 John P. Beland
 John Grim

William Rodoll
 Marilyn Kocender
 Elizabeth Stenberg
 Bruce S. Filer
 William E. Baker
 D. Elser
 Warren Young
 Ann B. Harris
 Fredrick J. Blue
 Reher
 H. S. Domont
 M. Slavin
 G. J. Embler
 Leonard B. Spiegel
 William Bahukager
 Sidney J. Roberts
 Alvin Shardon
 Jayau Feldmiller
 Van Zandt
 Greg Kelly
 John E. Vals
 Webster
 J. Barnett
 John N. Arrioco

YOUNGSTOWN STATE UNIVERSITY

SENATE MEETING

FRIDAY, OCTOBER 13, 1967

IN ATTENDANCE CONT'D.:

Frank Tarantini
Nick Paraske
Joseph Bonas
W. Sroka
Paul [unclear]

Theodore Chrobak
Earl E. Edgar
Ray E. Kauer
Ahmed

G. MAVRIGIAN
M. Ellis
Margaret S. Pfen
Madelyn Solak
W. A. Shipman
A. D. Aven
George James
Christina
Linda S. Woolley
Vishnu P. Saksena
James W. Kovacs
Mary Booth
Frank W. [unclear]
Eva Jenkins

A. [unclear]
Vella G. Dehnbartel
B. G. Yozwiak
J. Nabuczny
W. Livosky
Elmer Foldvary
F. von Ostwalden
J. D. Foster
P. [unclear]
Margaret Braden
Ethel Pieim
[unclear]
E. Mark Evans
E. T. Reilly

Per. [unclear] Kinley Brown
E.T.R. [unclear] Marion Bravone

October 13, 1967

CONSTITUTION OF THE FACULTY
OF
YOUNGSTOWN STATE UNIVERSITY

ARTICLE I, PURPOSE

This Constitution is established to implement the Regulations of the Board of Trustees and the Board of Trustees Bylaws of Youngstown State University.

ARTICLE II. THE FACULTY

Section 1. The Faculty consists of the President, who is the chief administrative officer; the appointed administrative officers; the instructional staff; and others appointed to it by the President.

Section 2. The authority of the Faculty stems from the Board of Trustees through the President.

Section 3. The instructional staff consists of Full Service and Limited Service faculty members; their ranks are: Instructor, Assistant Professor, Associate Professor, and Professor. Full Service teachers carry a full teaching load and/or perform general services, including assigned administrative duties, and may achieve tenure, Limited Service teachers ordinarily carry less than a full teaching load, perform only limited general services, do not participate in votes of the Faculty, and are paid on a quarter-hours-taught basis.

Section 4. A regular meeting of the Faculty shall precede the opening of each fall quarter. Special meetings, for the consideration of agenda stated in the call, may be called by the President on his initiative or on his approval of the request of a member of the Faculty.

Section 5. Functions and Responsibilities of the Faculty, There is a community of interest and responsibility among the components of the University. Some responsibilities are shared by the various components and some inhere primarily in one of them. Those University functions and responsibilities that are primarily academic are basic functions and responsibilities of the Faculty acting within the limitations set by the nature of the University as determined by the governing Board and set forth by the President. Therefore, among the functions and responsibilities of the Faculty shall be the following:

- a. Primary for the instructional staff
 - 1) The development, improvement, and approval of courses and curriculums
 - 2) Quality of instruction
 - 3) The determination of requirements for degrees and for graduation
 - 4) The determination of academic standards
 - 5) Development of appropriate programs of research
 - 6) Orientation, guidance, and scheduling of students

Article II, Section 5 continued:

b. For the instructional staff jointly with the administration

- 1) The selection of chairmen of academic departments
- 2) The appointment, reappointment, promotion, tenure, and dismissal of Full-Service Faculty
- 3) Evaluation of the educational program
- 4) Major changes in the educational program
- 5) Campus development and requirements for academic buildings
- 6) Requirements for admission
- 7) Faculty welfare, salary structure, and benefits
- 8) Student affairs
- 9) Student benefits and financial aids
- 10) Intercollegiate athletics

c. For the instructional staff advisory to the administration

- 1) Public relations
- 2) Public ceremonial affairs
- 3) Selection of a new President
- 4) Selection of academic deans
- 5) Budgeting of resources among competing educational demands
- 6) Faculty workloads

ARTICLE III. THE SENATE

Section 1. Authority and Powers. The Senate is the representative body of the Faculty. The Senate's powers are commensurate with the functions and responsibilities of the Faculty recognized in Article II, Section 5.

Section 2. Members. The President, the academic and administrative Deans, the Business Manager, the Registrar, the Director of Admissions, the Director of Public Relations, the Librarian, Directors of Divisions, Chairmen of academic Departments and Supervisors of other academic units, and any other administrative officers so designated by the President shall be members ex officio. Full service faculty members equal in number to members ex officio shall be elected as representative members from each College or School in proportion to its total class credit hours taught in the fall quarter.

Section 3. Meetings.

- a. The Senate shall meet at least twice each fall, winter and spring quarter at the call of the Senate Council.
- b. Additional meetings may be called by the President or by a majority vote of the Senate at any meeting.
- c. The minutes of every Senate meeting shall be distributed to the Full Service Faculty.

Section 4. Senate Council.

- a. The Senate Council shall consist of nine members. The senators of each of the five Colleges or Schools of the University shall elect one of themselves as a Council member, and the Senate shall elect four additional members, as Councilmembers-at-large. The Council members normally shall have terms of three years with three members to be selected annually at staggered intervals, in accordance with **Bylaw III, 3, e.**
- b. Unless other provision is made, the Senate Council shall appoint members of the Committees of the University Senate and together with such body as the President may name for this purpose it shall serve as a committee on committees to appoint the Joint **Committees** of the University Senate and **Administration**. The Council may refer matters directed to its attention or initiated by itself to appropriate committees or to new committees it may appoint.
- c. The Senate Council shall provisionally act for the Senate in matters of liasion with the Administration, in the preparation of agenda for Senate meetings, in matters requiring immediate attention, in referring matters to committees, and in other matters as directed by the Senate.
- d. The Senate Council shall report and submit for approval its recommendations, committee appointments, and other actions to the Senate at regular meetings of the Senate.

ARTICLE IV. FACULTY COMMITTEES

Section 1. The Senate Committee on Constitution and Bylaws shall be elected annually by the Senate. The **Committee** shall recommend revisions of the Faculty constitution and Bylaws to the Senate.

Section 2. Appointments to the standing committees shall provide continuity and gradual rotation of faculty membership. These committees shall report regularly to the Senate Council, which shall arrange for such reports to be **presented** to the Senate.

Section 3. Faculty Committees and faculty membership in Joint Faculty and Administration Committees within each of the colleges or schools of the University shall be appointed by each college or school Faculty as it may determine.

ARTICLE V. AMENDMENTS

Section 1. An amendment to this constitution shall become effective upon its approval by two-thirds of those voting in a mail poll of the entire membership of the Senate. The ballot in such a poll shall include a complete statement of the proposed amendment.

Article V, cont'd. . .

Section 2. A proposed amendment to the Constitution shall first be submitted or referred to the Senate Committee on the Constitution and Bylaws. Before a mail poll is taken on it, it must be approved by a majority of the members of the Senate present at a Senate meeting.

Section 3. An amendment to the Bylaws shall become effective upon its approval by a majority vote at a Senate meeting.

October 13, 1967

BYLAWS OF THE CONSTITUTION
OF THE
FACULTY OF YOUNGSTOWN STATE UNIVERSITY

BYLAW I. ADMINISTRATIVE DUTIES OF TEACHERS

Instructional staff members are responsible for executing certain administrative functions. The University Catalog and the Faculty Handbook contain the policies and routine procedures. Other procedures and duties are explained or emphasized by letter or other means of communication.

BYLAW II. RANK AND TENURE

Section 1. The Full Service Teaching Staff

- a. Instructor. The rank of full service instructor should be granted only to those who have given presumptive evidence of becoming good teachers through the completion of an academic program leading at least to a master's degree or through professional or practical experience equivalent to such an academic background. Appointment to a Full Service Instructorship carries with it the possibility of reappointment but includes no right to permanent or continuous tenure, or to further reappointment, or to promotion to an assistant professorship.
- b. Assistant Professor. The rank of assistant professor should be granted only to those who have proved their worth as teachers and have given evidence of capacity for productive scholarship. An assistant professor should possess the maturity and attainment in the field of scholarship of which the doctor's degree is frequently the testimonial. There is no presumption in appointing an assistant professor that he will later be promoted, nor does reappointment as an assistant professor imply any subsequent appointment at a higher rank. Appointment as an assistant professor carries with it the presumption of continuous tenure under either of the following conditions: (a) If the appointment is for the sixth year as a faculty member at Youngstown State University, or (b) if the appointment is for the third year as a faculty member at Youngstown State University and follows a term of three years or more as a faculty member at one or more institutions of higher education other than Youngstown State University.
- c. Associate Professor, The rank of associate professor should be granted only to those who, in addition to all of the qualifications for an assistant professorship, have an unusual contribution to make to the University through the excellence of their teaching, productive scholarship, or other education service. There is no presumption in appointing an associate professor that he will later be promoted, nor does reappointment as an associate professor imply any subsequent promotion to a higher rank. Appointment as an associate professor carries with it the presumption of continuous tenure under either of the following conditions: (a) If the appointment is for the sixth year as a faculty member at Youngstown State University, or (b) If the appointment is for the third

Bylaw II, Section I, c, cont'd.:

year as a faculty member at Youngstown State University and follows a term of three years or more as a faculty member in one or more institutions of higher education other than Youngstown State University.

- d. Professor. The rank of professor should be granted only after careful consideration of the individual character, scholarship, productivity, teaching ability, and reputation among his peers in his own field, as well as the faculty of guiding students toward noteworthy attainments. It should be granted only to those persons who have been so tested that there is reasonable certainty of their continued usefulness throughout the remainder of their working years. It should be reserved as a mark of distinction in the field of scholarship and instruction. Under either of the following conditions, reappointment of a professor carries with it the right of continuous or permanent tenure: (a) If the appointment is for the ~~sixth~~ year as a faculty member at Youngstown State University, or (b) If the appointment is for the third year as a faculty member at Youngstown State University and follows a term of more than three years as a faculty member in one or more institutions of higher education other than Youngstown State University.

Section 2. Limited Service Teachers

All Limited Service teachers are designated by rank according to their professional qualifications.

Section 3. Loss of Tenure

The circumstances under which tenure may be forfeited shall be determined by the President in consultation with the Dean of the University, the Dean of the College or School concerned, the Chairman of the Department (or Supervisor) concerned, and two additional elected members of the Senate.

BYLAW III. ELECTIONS AND APPOINTMENTS

The following procedures for elections and appointments are to be followed by all groups of the University Faculty except where other specific provisions are made by the electing or appointing group.

Section 1. Electors. The electors of the members of the Senate from each college or school are the full-service teaching faculty of the college or school. The electors of the members-at-large of the Senate Council and of the Senate Committee on Constitution and Bylaws are the Senate. The electors of the college or school members of the Senate Council are the elected and ex officio Senators of the college or school.

Section 2. Nominations.

- a. Unless otherwise specified, the electors for any election shall nominate from among themselves at least twice as many candidates as are to be elected, at a meeting at which this is an announced agenda.

Bylaw **III**, Section 2, cont'd.:

- b. There shall be no nominations for the Senate, but every full-service faculty member, except ex-officio members of the Senate, shall be listed as a nominee.
- c. Nominations for members-at-large of the Senate Council are to be made at a May meeting of the Senate.
- d. Nominations for the Senate **Committee** on Constitution and Bylaws are to be made at an October meeting of the Senate.

Section 3. Time of Elections and Appointments.

- a. Elections may be held at meetings only when the election has been an announced agendum.
- b. Elections of the Senate, the members-at-large of the Senate Council, and the Senate Committee on Constitution and Bylaws shall be held in April, May, and October, respectively.
- c. College and school members of the Senate Council shall be elected prior to the May Senate meeting and announced at that meeting.
- d. The Senate Council shall appoint chairmen and members of the standing committees before the beginning of the fall quarter.
- e. To maintain continuity of the nin-member Senate Council, council members are to be elected in the following manner:
 1. School-designated members from the College of Arts and Sciences and from the School of Business Administration will be selected in 1967, 1970, and every third year thereafter.
 2. **School-designated** members from the School of Education and the School of Engineering will be selected in 1967, 1969, and every third year **thereafter**.
 3. A school-designated member from the School of Music will be selected in 1967, 1968, and every third year **thereafter**.
 4. At-large members will be selected as follows:
 - a. four in 1967, with the one receiving the largest number of votes receiving a 3-year term, the one receiving the next highest, a 2-year term, and the next two in order a 1-year term;
 - b. two in 1968 and every third year thereafter, otherwise only one to be selected.
 5. A Council member's term automatically expires if he is not a member of the Senate the next year. In that case, a selection should be made to complete the unexpired term.

Section 4. Manner of election.

- a. The elections of the Senate, the Senate Council, and the Senate Committee on Constitution and Bylaws shall be by closed mail ballot. Other elections shall be by closed ballot at a meeting.

Bylaw **III**, Section 4, cont'd.:

- b. In the case of closed mail ballots, the Secretary of the electing group shall distribute to each elector a ballot containing the names of the nominees in alphabetical order, a statement of the maximum number to be voted for, which shall be the number to be elected, and instructions for return of the ballot, with an unmarked envelope for return of the ballot. The marked ballots are to be sealed by the electors in the unmarked envelopes and the elector is to staple a slip bearing his name to the outside of the envelope. After collecting all the ballots, the Secretary is to remove the name slips of the eligible electors and give the sealed unmarked envelopes to the tellers.
- c. In the case of closed ballots at meetings, the Secretary shall distribute blank ballots to the electors, collect the ballots, and give the ballots to the **tellers**.

Section 5. **Tellers.** The tellers of an election shall be a committee appointed by the Secretary in charge of the election and announced by him together with his announcement of the results of the election. The tellers shall keep and at their discretion dispose of the ballots.

Section 6. **Records.** The secretary in charge of the Election shall deposit the complete record of each election with the Secretary of the Senate, who shall report the results of the election and keep the records until after the term of office of the elected candidates.

Section 7. **Ties.** Ties shall be resolved by the tellers by drawing of **lots**. **This** shall be reported in their report to the Secretary.

Section 8. **Vacancies.** Vacancies involving elected positions shall immediately be filled by the Secretary of the Senate, who shall appoint the candidate who received the next highest number of votes to the unexpired term. In case of a tie, the Secretary shall supervise a drawing of lots to decide the appointment. The filling of a vacancy is to be reported at the next Senate meeting.

Section 9. **Chairmen.** When a **chairman** of a group is not **specified**, the member whose name is first in alphabetical order shall be provisional chairman.

Section 10. **Term of Office.** The term of office starts when the results of the election are announced to the Secretary of the Senate and ends when the results of the next corresponding election are so announced.

BYLAW IV. ORDER OF BUSINESS AT SENATE MEETINGS

The order of business at a Senate meeting shall be:

- 1) Call to order
- 2) Approval of the minutes of the last meeting
- 3) Report of the Senate **Committee** on Constitution and Bylaws
- 4) Report of the Senate Council
- 5) Old Business
- 6) ~~New~~ Business
- 7) Adjournment

BYLAW V. SECRETARY OF THE SENATE

The Secretary of the Senate shall be elected from the full-service faculty by the Senate. He shall keep the records of the Senate, furnish copies of the minutes to the members of the Senate and to other members of the full-service teaching faculty, notify every member of the Senate of every Senate meeting, including announcement of agenda, keep the records of all elections, calculate the number of Senators to be elected from each college or school, supervise election procedures, and perform other duties as directed by the Senate.

BYLAW VI. FACULTY APPROVAL OR DISAPPROVAL OF A SENATE ACTION

An action of the Senate will be considered to have Faculty approval unless it is challenged at the first regular meeting of the Faculty after it is taken. If a challenge is supported by a majority vote of those present, the action shall be submitted to the Full-Service faculty by a mail poll; for disapproval, a two-thirds majority of those voting shall be necessary.

BYLAW VII. SECRETARY OF THE FACULTY

The Secretary of the Faculty shall be elected by the full-service faculty. The Secretary shall keep the records of the meetings of the Faculty and shall furnish copies of the minutes to the President, the **administrative** officers who are ex officio members of the Senate, and the full-service teaching faculty. The Secretary shall also supervise the election of the members of the Senate in accordance with Bylaw 111, Section 4.

BYLAW VIII. CHAIRMEN OF DEPARTMENTS

Chairmen of Departments shall be appointed by the President upon consultation with the members of the department and of related departments. They hold office as appointed by the President; faculty tenure is a separate matter.

BYLAW IX. PRESIDING OFFICER OF THE SENATE

The presiding officer of the University Senate shall be the President of the University or such other person as he may designate,

STATEMENT OF CLASSIFICATION OF COMMITTEES
ACCORDING TO LINES OF AUTHORITY

A. COMMITTEES DERIVING AUTHORITY FROM THE FACULTY:

Actions on routine or procedural matters are effective immediately. Policy matters are subject to approval by the Faculty through the Senate. Appointments to committees are suggested by the Senate **Council** and decided in a joint meeting with the Administrative Council.

B. COMMITTEES DERIVING AUTHORITY JOINTLY FROM THE FACULTY AND ADMINIS-
TRATION:

Actions on routine or procedural matters are effective immediately. Policy matters are subject to approval by the appropriate administrative reference and also by the Senate. Appointments to committees are made jointly by the Administrative Council and the Senate Council,

C. COMMITTEES DERIVING AUTHORITY FROM THE ADMINISTRATION:

Actions on routine **or** procedural matters are effective immediately. Policy matters are subject to approval by the appropriate administrative reference. Appointments to committees are made by the Administration, except as specified in the committee descriptions.

APPOINTMENTS TO STANDING COMMITTEES
FOR THE 1967-1968 ACADEMIC YEAR

(Note: The President of the University is an ex-officio member of all Committees),

Chairman is underscored. *Member at present on Committee,

A. COMMITTEES DERIVING AUTHORITY FROM THE FACULTY:

A-1. CONSTITUTION AND BYLAWS COMMITTEE:

To recommend revisions of the Faculty Constitution and Bylaws to the Senate.

5 members to be elected by the Senate in October of each year. Nominations to be made at first Senate meeting of academic year.

A-2. SENATE COUNCIL: (As elected in May, 1967):

To appoint members of the Committees of the University Senate; and together with such body as the President may name for this purpose, to serve as a committee on committees to appoint the Joint Committees of the University Senate and Administration: to act for the Senate in matters of liaison with the Administration; to prepare the agenda for Senate meetings: to act in behalf of the Senate in matters requiring immediate attention.

Irwin Cohen
Donald Byo
Philip Hahn
Gus Mavrigian
Esther Niemi

Margaret Pfau
Edward Reilly
Marilyn Solak
Frank Tarantine

A-3. ACADEMIC AFFAIRS COMMITTEE:

To be responsible for admission and graduation requirements, grading policies and procedures, advanced placement, graduation honors, and all other matters of academic standards.

<p>*<u>David Behen</u> John Alleman *Pauline Botty *Catherine Bridgham Marvin Chrisp</p>	<p>Thaddeus Dillon Esther Niemi *Edward Reilly Victor Richley</p>
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Ex-officio: Dean of University: William H. Coffield
Dean of Graduate School: Earl E. Edgar

Sub-committees:

a, ADMISSIONS POLICY:

To be responsible for setting undergraduate admissions policy for the University as a whole, with policy referring to individual schools to be made in consultation with the school involved.

Marvin Chrisp, Chairman

2 ex-officio: Director of Admissions
Registrar

b. ADVANCED PLACEMENT:

To determine policy and criteria for granting advanced placement to students for former academic work and/or proficiency.

David Behen, Chairman

1 ex-officio: Director of Admissions

(Remaining membership of subcommittees to be recommended by Academic Affairs Committee, subject to approval by the Senate Council).

APPOINTMENT TO STANDING COMMITTEES CONT'D. (1967-68)

A-4. CURRICULUM COMMITTEE:

To review, approve, and coordinate programs and courses of the University; and to initiate curriculum studies,

*Thelma Miner

"Charles Aurand

William Carson

Erwin Evans

*Sidney Roberts

*Eugene Scudder

Matthew Siman

*John Walter

Bernard **Yozwiak**

Ex-officio: Dean of University: William H. Coffield

Dean of Graduate School: Earl E. Edgar

Sub-committee:

a. HONORS COURSES AND PROGRAMS:

To initiate, review, and coordinate honors courses and programs.

Sidney Roberts, Chairman

(Remainint membership of sub-committee to be recommended by Curriculum Committee, subject to approval by Senate Council).

A-5. LIBRARY COMMITTEE:

To function as faculty advisors to the Librarian.

*Morris Slavin*Nellie Dehnbostel

Edward Fisher

Robert Hopkins

*Vera Jenkins

*Walter Mayer

***Margarita Mills**

Marilyn Solak

Ex-officio: University Librarian: George Jones

A-6. STUDENT ACADEMIC GUIDANCE COMMITTEE:

To establish policies and procedures for the academic guidance of students.

Hugh EarnhartAnna **Battin**Lawrence **DiRusso**

David Ives

Clyde Painter

David Provance

Fred Rosenberg

Samuel Skarote

Ex-officio: Dean of University: William H. Coffield

Registrar: Mary Smith

Head of Testing Office: Mary Ann Dobrich

B. COMMITTEES DERIVING AUTHORITY JOINTLY FROM THE FACULTY AND ADMINISTRATION.**B-1. ATHLETIC COUNCIL:**

To participate in the development of and to approve the general athletic policy of the University; to make recommendations to the President regarding changes in and the development of the athletic program.

William CarsonFrank **Braden**

Philip Hahn

Eugene Scudder

Frank Tarantine

Clyde **Vanaman**

Ex-officio: Dean of University: William H. Coffield

Business Manager: Joseph Rook

Athletic Director: Willard Webster

APPOINTMENTS TO STANDING COMMITTEES CONT'D. (1967-68)**B-2. CALENDAR COMMITTEE:**

To compile and supervise the calendar of events at the University.

Josephine Beckett	Paul Luginbill
*Donald Elser	Gratia Murphy
James Elson	Paul Van Zandt
William Hanks	

Ex-officio: Dean of Women as Chairman: *Edith Painter
Director of Public Relations: Phillip A. Snyder

B-3 COMMITTEE ON COMPUTER CENTER:

To act as an advisory committee regarding policies and operations of the Computer Center.

Marvin Chrisp	Emily Goldstein
William H. Coffield	Raymond Hurd
Guido Dobbert	Raymond Kramer
Elmer Foldvary	Robert Sorokach

Ex-officio: Director of Computers as Chairman:
Business Manager - Joseph Rook

B-4. FACULTY AFFAIRS COMMITTEE:

To function as a policy **committee** involving conditions of faculty service and welfare, such as (1) the appointment, reappointment, promotion, tenure, and dismissal of full-service faculty; and (2) the policy for salary structure, fringe benefits, and related matters.

<u>Clyde Hankey</u>	Morris Slavin
Samuel Aven	Elizabeth Sterenberg
Harold Crites	Myron Wisler
Richard Magner	Ralph Yingst
Nicholas Paraska	

Ex-officio: Dean of University: William H. Coffield

B-5. STUDENT AFFAIRS COMMITTEE:

To establish policy in areas primarily concerned with student welfare,

<u>Ivis Boyer</u>	Vishnu Saksena
Frank Ciotola	Bernard Vojtko
Wilbert Hammack	John Wales
Donald Matthews	
Charles Raridon	

Ex-officio: Dean of Women: Edith Painter
Dean of Men: John **Gillespie**

Subcommittees:

a. FOREIGN STUDENTS:

To develop policies and procedures for assisting foreign students enrolled in the University.

Vishnu Saksena, Chairman

Ex-officio: Director of Admissions: W. Livosky
Advisor to Foreign Students: E. McDonald

b. SCHOLARSHIP AND FINANCIAL AID:

To serve as an advisory group to the Director of Financial

Aid. Ex-officio as Chairman: John Wales Dean of Women: **E. Painter**
Director of Admissions: Wm. Livosky Dean of Men: **J. Gillespie**
Registrar: Mary **Smith**

APPOINTMENTS TO STANDING COMMITTEES CONT'D. (1967-68)

B-5 STUDENT AFFAIRS COMMITTEE - Sub-committees **cont'd**):
 (Remaining members of sub-committees to be recommended by Student Affairs Committee, subject to approval by Senate Council and Administrative Council).

B-6. ALUMNI AFFAIRS COMMITTEE:

To cooperate with the alumni in projects and programs to aid the University.

Marilyn Biles	Lois Hopkins
Edwin Deiderick	Juanita Roderick
L. Domonkos	Peter von Ostwalden
Larry Esterly	

Ex-officio: Director of Alumni Affairs as Chairman: John Ulicney
 Director of Public Relations: Phillip Snyder

B-7. RESEARCH AND COORDINATING COUNCIL:

To establish policies toward research, to coordinate research programs and other scholarly activity in the University.

Shaffiq Ahmed	Inally Mahadeviah
Samuel Aven	Gus Mavrigian
John Cernica	Ward Miner
Anthony Julius	Dumitru Teodorescu
George Kelly	

Ex-officio: Dean of Graduate School as Chairman: Earl E. Edgar

B-8. COUNCIL ON TEACHER EDUCATION:

To function as a University-wide advisory committee to the Dean of the School of education in academic matters relating to the total educational program for teachers.

<u>William Shipman</u>	James Lepore
Jane Cunningham	Bruce Riley
Alfonso Garcia	Duane Sample
Joseph Goncz	Leonard Spiegel
John Grim	

Ex-officio: Dean of Education: *Joseph Swartz
 Dean of Arts and Sciences: *Karl **Dykema**

B-9. SPECIAL LECTURE SERIES:

To supervise the Skeggs **Lecture** Series and Student Council Lecture Series, and to investigate the possibilities of instituting other similar programs.

<u>Sidney Roberts</u>	Sylvan Einstein
Samuel Badal	Harold Johnson
Frederick Blue	John Naberezny
Margaret Bradén	Margaret Pfau
Irwin Cohen	

Ex-officio: Dean of University: William H. **Coffield**
 Director of Public Relations: Phillip Snyder
 Chairman of Calendar Committee: Edith Painter

B-10. HEALTH COMMITTEE:

To promote programs of health improvement for students and University personnel.

<u>LaVerne Reilly</u>	Illajean Feldmiller
Marion Browne	William Podoll

APPOINTMENTS TO STANDING COMMITTEES CONT'D. (1967-68)C. COMMITTEES DERIVING AUTHORITY FROM THE ADMINISTRATION:

C-1. ACADEMIC DEANS COUNCIL:

Responsible to the Dean of the University for development of academic policy and procedures in coordination with the University Senate.

<u>William Coffield</u>	Earl Edgar
Charles Aurand	Robert Miller
Michael Charignon	Joseph Swartz
Karl Dykema	

C-2. ADMINISTRATIVE COUNCIL:

Responsible to the President for development of non-academic policy.

<u>Albert Pugsley</u>	Philip Hahn
Charles Aurand	William Livosky
Michael Charignon	Robert Miller
William Coffield	Edith Painter
Irwin Cohen	Joseph Rook
Karl Dykema	Mary Smith
Earl Edgar	Phillip Snyder
John Gillespie	Joseph Swartz

3-C. BUDGET COMMITTEE:

To review and develop the University budget.

<u>Albert Pugsley</u>	Earl Edgar
William Coffield	Joseph Rook.'

C-4. DISCIPLINE COMMITTEE:

To set standards of academic honesty and discipline for the student body, and to serve as a court of judgment in cases involving violation of these standards.

<u>William Gutknecht</u>	Christine Dykema
Donald Arnett	Frank Ellis
Margaret Braden	Emily Mackall
Donald Byo	John Naberezny

Ex-officio:Dean of Women: Edith Painter
 Dean of Men: John Gillespie
 plus 3 Students to be named by Student Council

C-5. UNIVERSITY PUBLICATIONS BOARD:

To supervise and establish policy governing student publications.

<u>Charles Aurand</u>	Clyde Painter
Clyde Hankey	Sidney Roberts

Ex-officio: Faculty Advisor to **Jambar:** Robert Hare
 Faculty Advisor to Neon: Anne Schaeffer
 Faculty Advisor to Penguin Review: Jean Kelty
 3 Students to be named by Student Council.

APPOINTMENTS TO STANDING COMMITTEES CONT'D. (1967-68)

C-6. COMMITTEE ON ORGANIZATION OF THE GRADUATE SCHOOE:

To develop a plan for the structure of the Graduate School (including criteria for membership on the Graduate Faculty and the makeup and duties of the Graduate Council), and for policies, regulations, and procedures for the operations of the Graduate School.

Shaffiq Ahmed	Ward Miner
David Behen	Dumitru Teodorescu
Irwin Cohen	Clyde Vanaman
Robert Hopkins	Bernard Yozwiak
George Kelly	

Ex-officio: Dean of Graduate School as Chairman: Earl Edsar

C-7. COMMITTEE ON MANAGEMENT AND CONTROL OF PHYSICAL FACILITIES:

To be responsible for establishment and review of University policy on management, control, use and coordination of physical properties of the University.

Anthony Dastoli	Marilyn Kocinski
Illajean Feldmiller	Esotto Pellegrini
David Ives	John Petrek

Ex-officio: Director of Physical Plant as Chairman: Nicholas Leonelli

Registrar: Mary Smith

C-8. RESIDENCE CLASSIFICATION BOARD:

To determine in-state and out-of-state residence classifications.

Ivis Boyer

Ex-officio: Director of Admissions as Chairman: William Livosky
Registrar: Mary Smith
Director of Housing: Thomas Martindale

C-9. FACULTY PROMOTIONS COMMITTEE:

To undertake annual review of faculty promotion requests as submitted by the Deans of the schools.

<u>William Coffield</u>	Karl Dykema
David Behen	Earl Edgar
Frank D'Isa	

C-10. APPEALS COMMITTEE:

University-wide responsibility to hear and answer appeals of individuals working for the University, in both classified and non-classified categories.

<u>John Gillespie</u>	Nicholas Paraska
John Boland	Mary Williams
Ivis Boyer	

C-11. WATSON AWARDS COMMITTEE:

A committee with confidential membership to select Watson Awardees for distinguished faculty recognition.

(Confidential membership).

C-12. PUBLIC RELATIONS COMMITTEE:

To serve as an advisory committee to the Director of Public Relations,

Marion Browne

Michael Klasovsky

Donald Byo

John Walter

Frank **D'Isa**

Warren Young

Louise Einstein

Ex-officio: Director of Public Relations as **Chairman: Phillip Snyder**

Dean of Women: Edith Painter

Director of Admissions: William Livosky

Business Office: James Morrison

C-13. RADIATION CONTROL COMMITTEE:

A control committee for radioactive and other materials requiring security.

Nicholas Paraska

Joseph Rook

C-14. PUBLIC CEREMONIAL AFFAIRS COMMITTEE:

To administer and arrange for public ceremonials, including commencement, building dedications, etc.

L. Domonkos

Joseph Koornick

Charles Aurand

John Naberezny

Theodore Chrobak

C-15. CATALOG COMMITTEE:

Responsible for matters relating to publication of the University catalog.

Charles Aurand

Edwin Pejack

William Flad

William **Shipman**

Thomas Gay

Ex-officio: Director of Public Relations and Chairman: Phillip Snyder

Dean of Graduate School - Earl Edgar

Registrar: Mary Smith

Director of Admissions: William Livosky

C-16. STUDENT COUNCIL BUDGET:

To review and approve the allocation of Student Council funds.

Albert Pugsley

Edith Painter

William Coffield

Joseph Rook

John **Gillespie**

October 17, 1967

MEMO TO: Miss Jenkins

FROM: William H. Coffield, Dean

RE: Minutes of Senate meeting

The minutes of the Senate meeting look very good to me.

My only suggestion has to do with the item on page 2 entitled "Instructional Approval". It was my understanding that the President asked for a motion that would allow editorial change throughout the Constitution where appropriate to incorporate the necessary language for Youngstown State University as opposed to the Youngstown University.

WHC:krb