

Edgar, Earl E.
Vice-President, Academic

MINUTES
ACADEMIC SENATE
Friday, March 7, 1975

PRESENT: E. Abram, T. Alderman, R. Ameduri, P. Baldino, F. Barger, M. Braun, B. Brothers, B. Brown, A. Budge, R. Burkholder, D. Byo, I. Cohen, R. Crum, P. Dalbec, L. DiRusso, T. Dobbelstein, J. Douglass, Vice President Edgar, W. Eichenberger, E. Eminhizer, D. Feigenbaum, F. Feitler, I. Feldmiller, M. Foley, C. Freeman, P. Hahn, S. Hanzely, R. Jones, E. Juhasz, V. Kagarice, J. Koss, K. Krill, J. Maruskin, H. Mettee, R. Miller, T. Miner, D. Mitchell, E. Mitchell, A. Moore, C. McBriarty, D. O'Neill, N. Paraska, E. Pejack, P. Peterson, V. Phillips, D. Richards, V. Richley, S. Roberts, D. Rost, J. Ryska, K. Salaka, L. Satre, A. Scheetz, J. Scriven, R. Shuster, C. Singler, R. Sorokach, E. Sterenberg, E. Sturgeon, C. Sweeney, C. Vanaman, J. White, E. Yager, B. Yeaton, B. Yozwiak, L. Zaccaro.

A quorum having assembled, the meeting was called to order at 4:05 p.m. in Schwebel Auditorium by Chairman, Clyde Vanaman, who then called for corrections, additions, or other changes in the published minutes from the meeting of Friday, February 7, 1975. There being no corrections, additions, or other changes, the minutes were declared approved as distributed.

COMMITTEE REPORTS

Charter and Bylaws Committee: Chairman, Stephen Hanzely, distributed a copy of one editorial change from the proposed Charter and Bylaws revisions previously distributed:

ARTICLE III, section 2(c) (2) - Proposed version

The remaining seats shall be apportioned to each College in proportion to the total Faculty teaching assignments (including fractional parts and also including all of an academic department Chairman's departmentally budgeted time) in that college. The determination of Faculty teaching assignments in each college shall be at a time and in a manner provided in the Bylaws.

In addition, the committee proposed an editorial change in Article II, section 2 (c), to read as follows:

A school which is a subdivision of a college, which is not separated into academic departments, and which is responsible to the undergraduate Dean of that college.

He then moved Senate acceptance of the proposed charter revisions. The motion was seconded by Mr. Koss. In the discussion which followed, additional editorial changes were made in Article II, section 3, Faculty, to read as follows:

Faculty shall include all those employed as full service personnel who hold academic rank and are paid, at least in half-part, by one or more academic departments. Their home department shall be that academic department in which the greater portion of their salary is budgeted and where they shall have the right to cast ballots. In cases where a major portion cannot be defined, the home department shall be the academic department where the person holds academic rank.

The motion was passed unanimously. All faculty must vote on the Charter amendments before they become effective. The Secretary will mail ballots to faculty. Dr. Hanzely then explained that whereas charter revisions must be voted upon by the full faculty, bylaw revisions may be passed and become effective immediately. Therefore, he moved adoption of the bylaw changes previously distributed, contingent upon and effective at a time when the charter revisions become effective. This motion was seconded by Dr. Miner.

When it became evident that only the proposed revision for Bylaw 3, section (2) would be affected by the proposed charter revision, the original motion was withdrawn and Chairman Hanzely then proposed acceptance of a proposed change in Bylaw 3, section 3 (a) as distributed. The motion was seconded by Mr. Koss. The motion passed unanimously, to become effective immediately. Finally, Dr. Hanzely moved acceptance of the proposed change in Bylaw 3, section (2) to become effective when and if the related Charter amendment received approval from the faculty; the motion was seconded by Mr. Koss. During the discussion, one editorial change was made in the proposed new version of Bylaw 3, section 2, line 5: substituting "departmental" for "teaching." The motion passed unanimously.

Executive Committee: Chairman, Richard Jones, read the report which is appended to these minutes. He also announced that administrative appointments to advisory committees would also be available to be appended to the minutes.

One final matter considered by the Executive Committee was the fact that Youngstown State University was without representation in the Ohio Faculty

Senate. Discussion disclosed that this might be a matter of simple oversight. Dr. Sterenberg moved that the Senate be responsible through its Executive Committee for naming three people to serve on the Ohio Faculty Senate. The motion was seconded by Mr. Abram; the motion passed.

Curriculum Committee: Chairman, Virginia Phillips, explained that in accordance with the procedures in the new Charter, five courses distributed with the Agenda had met with objections in various departmental curriculum committees; however, all such objections had been resolved by the interested parties, and she moved approval of the five courses. The motion was seconded by Dr. Shuster. The motion passed unanimously.

UNFINISHED BUSINESS

Mr. Sturgeon inquired as to the progress of the Arts and Sciences special committee studying (among other things) the foreign language requirement. He then moved to remove from the table the motion to refer the foreign language requirement to the Academic Affairs Committee. The motion was seconded by Mr. Mitchell. On voice vote, the Chairman ruled that the no's predominated.

Dr. Baldino asked that the record show that he shared with Mr. Sturgeon the concern for the urgency to consider the requirement and bring the matter to a conclusion.

Dean Yozwiak and Dr. Miner (chairman of the special Arts and Sciences study committee) both assured Mr. Sturgeon that the committee was working and hoped to reach some conclusions during this academic year.

Chairman Vanaman announced that the next regularly scheduled meeting of the Senate would be held Friday, April 4, at 4:00 p.m., and that May 16 would be the organizational meeting for the new Senate.

The meeting was adjourned at 5:10 p.m.

Respectfully submitted,

Caryl P. Freeman
Secretary

YOUNGSTOWN STATE UNIVERSITY

ADMINISTRATIVE BOARDS AND ADVISORY COMMITTEES
FOR 1974-5 and 1975-6

Administrative boards and advisory committees are listed in alphabetical order below. Administrative "boards" are established to provide a means of reviewing decisions of an administrator. The Board may uphold, modify, or reverse such decisions after review. There are four such Boards: (1) Residence Classifications; (2) Student Disciplinary; (3) Traffic and Parking Violations; and (4) University Appeals.

Administrative "Advisory Committees", on the other hand, are established to serve in an advisory capacity to an administrative office. As such, administrative regulations can be reviewed prior to their implementation or operating policies can be reviewed for possible revision.

I. Appointment

All appointments to administrative boards and advisory committees are made by the President from a list of names of persons recommended to him by administrative, faculty, staff, and student bodies. Such appointments will be for one year provided that the individual maintains his status at time of appointment (e.g., full-service faculty).

A. Administrative Members

The administrative officer to whom a board or committee reports shall recommend the names of administrative personnel for committee assignment, and shall be consulted in the selection of a chairman.

B. Faculty Members

The Senate Executive Committee shall submit names of faculty members to serve on each of the administrative boards and advisory committees. These names will be submitted to the President by December 13 for 1974-75, and thereafter by May 30 of each year.

C. Student Members

In most instances administrative boards and advisory committees will include members of the YSU student body. In an effort to make student membership as representative as possible, the following guidelines will be followed:

1. Any student enrolled in 8 or more quarter hours and in good academic standing may hold Board or Committee appointments.
2. A student may not serve on more than two boards or committees at the same time.

Administrative Boards and Advisory Committees

3. When there are two or more students on a board or committee, only one may be a member of Student Council, unless otherwise specified in the board or committee description.
4. Every effort should be made to have all Schools (Colleges) of the University represented on the boards and committees. Therefore, when the number of students is less than seven, no more than one should come from a single School (College).
5. Names of students to serve on boards and committees will be submitted through the Dean of Student Affairs from a list made and ratified by the Student Council in a formal meeting. These names will be submitted by December 13 for 1974-75, and thereafter by May 30 of each year.
6. The Dean of Student Affairs will assume responsibility for confirming eligibility of student nominated.

II. Chairman

Chairmen of all administrative boards and advisory committees are appointed by the President. A student shall not serve as Chairman or Temporary Chairman of any administrative board or advisory committee.

III. Committee Quorum

A quorum shall consist of the majority of the members of the committee unless otherwise specified below.

IV. Operation During Summer

In principle, it is the expectation that most boards and advisory committees will not be operating during summer months. Some, however, will have responsibilities that require action during this period. When provisions must be made for limited operation during the summer, the chairman will convene as many members of the board or committee serving the preceding year as are possible.

The incumbent chairman will continue to serve during the summer session. If the incumbent is not available, a temporary chairman shall be appointed from among those faculty and administrative members who are available. The appointment will be made by the President in consultation with the appropriate administrative officer.

Administrative Boards and Advisory Committees

Administrative and faculty members who are employed directly for the summer sessions will serve on the board or committee. Faculty members under contract for fall may serve during the summer session if they are available and are willing to participate. Student members must have been enrolled for at least 8 quarter hours during the preceding spring quarter and be enrolled for at least one course during the summer session or be pre-enrolled for the fall quarter.

Quorum requirements may be reduced for summer operations. If the number of members available is below one third, or less than four, whichever is greater, additional faculty ad hoc appointments to reach this minimum number shall be made by the President. In an effort to assure representation on the board or committee an officer of student government or student council and the Dean of Student Affairs jointly make ad hoc student appointments.

V. Additional Information

The President of the University is an ex-officio member of all boards and committees and shall receive a copy of the approved minutes of all boards and committee meetings.

ADMINISTRATIVE BOARDS

RESIDENT CLASSIFICATION BOARD: receive and hear **all** appeals on residence classification for tuition purposes made by the Admissions Director.

<u>Faculty</u>	<u>Student</u>	<u>Administrator</u>
Joseph Lucas	Joseph Rafidi	Karl E. Krill Tom H. Martindale* James A. Scriven

STUDENT DISCIPLINE BOARD: review, hear, and act upon cases which involve violation of the Code of Student Rights, Responsibilities, and Conduct; **recommend** procedures and policy for the disposition of such disciplinary cases; advise the Dean of Student Affairs in general disciplinary matters. (~~Six~~ [6] undergraduate students according to Rule of Distribution by schools to include three [3] from the Student Council.)

<u>Faculty</u>	<u>Student</u>	<u>Administrator</u>
Joseph Babisch* Mary V. Hare Terrence J. Shidel David E. Starkey	Joseph Armeni Gary Damon Gary Skubic Ed White † Dante Zarlenga Robin Zimmerman	C. David Bertelsen

STUDENT DISCIPLINE APPEALS BOARD: hear appeals from actions of the Student Discipline Board.

<u>Faculty</u>	<u>Student</u>	<u>Administrator</u>
Richard W. Jones	Edward Sturgeon	Karl E. Krill*

TRAFFIC AND VIOLATIONS BOARD: hear and render decisions[†] on appeals related to violations of University Traffic and Parking Regulations.

<u>Faculty</u>	<u>Student</u>	<u>Administrator</u>
Gary F. Fry	Stephen Papalas James Senary	Tom H. Martindale Donald M. Minnis*

Classified Personnel

Joseph E. Scott

†The decision of this Board shall be the final campus authority.

*Chairman or Chairwoman

ADVISORY COMMITTEES

AFFIRMATIVE ACTION COMMITTEE: (Advisory to the Affirmative Action Officer):
keep abreast of changes in Federal and State laws and guidelines affecting affirmative action; keep informed about the operation of affirmative action nationally, state-wide, and on the campus; make periodic reports to the President, through the Affirmative Action Officer, on the effectiveness of the Y.S.U. program and its degree of acceptance by those concerned.

Faculty

Glorianne M. Leck
Gus Mavrigian

Student

William Boni

Administrator

Alfred Bright
Dennis Clouse
Marguerite Foley*
William O. Swan

Classified Personnel

Marjorie Greenberger
Earnest White

ALUMNI AFFAIRS COMMITTEE: (Advisory to Special Assistant to the president):
assist in the development of a viable Alumni Association; serve in advisory capacity on relations between the University and its Alumni.

Faculty

Robert E. Arnold
Marilyn E. Biles

Student

John Carano
Edward Sturgeon

Administrator

Richard Glunt
Lawrence Looby*
Philip A. Snyder

Classified Personnel

Kathleen M. Anderson

Alumni

ATHLETIC COUNCIL: (Advisory to Special Assistant to the president): make recommendations on new policies or changes in existing policies regarding intercollegiate athletics; serve in an advisory capacity on operational matters of the University intercollegiate athletic program.

Faculty

Nicholas T. Mortellaro
Joan Philipp

Student

Danny H. Frum
Cindy C. Gettig

Administrator

Paul Amodio
Stephen J. Grcevich*
Charles McBriarty
James Morrison
Lewis B. Ringer

Off-Campus

John Cramb, Jr.
Elwyn Jenkins

BUDGET COMMITTEE: (Advisory to President): develop the University budget for recommendation to the Board of Trustees.

Administrator

John J. Coffelt*
Earl E. Edgar
Karl E. Krill
Charles McBriarty
Leon Rand
Joseph S. Rook

BUDGET SUBCOMMITTEE ON GENERAL FEE: (Advisory to President): make recommendations on the division of General Fee for the support of student programs, activities, and services.

Student

William E. Brown
Donald McTigue
Edward Sturgeon

Administrator

Lawrence E. Looby
Charles McBriarty*
Joseph S. Rook

CONTROLLED MATERIALS COMMITTEE: (Advisory to Vice President for Administrative Affairs): recommend policies and procedures for control and security of any sensitive materials such as classified documents, drugs, and radioactive materials; advise on the effectiveness of the implementation of control measures.

Faculty

David B. Maclean
James R. Toepfer*

Student

Sharman Simon

Administrator

Paul Cress
James Miller
Leon Rand

DATA SERVICES COMMITTEE: (Advisory to Vice President for Administrative Affairs): review plans and make recommendations on priorities relative to administrative data services, including the evaluation of institutional data needs and computer hardware and systems.

Faculty

Janet Del Bene*
Pietro J. Pascale

Administrator

Taylor Alderman
Richard Glunt
Ronald W. Jonas
Lawrence E. Looby
Tom H. Martindale

Charles McBriarty
Raymond D. Orlando
Richard J. Owen
James A. Scriven

DEGREE REVIEW COMMITTEE: (Advisory to Vice President for Academic Affairs): to implement written policy and administrative procedures on the recognition of degrees and listing thereof in University publications.:

Faculty

Leslie Domonkos

Administrator

Jean Charignon
Christine Dykema
James A. Scriven*
William O. Swan

HUMAN SUBJECTS RESEARCH COMMITTEE: (Advisory to Graduate Dean): develop policies and procedures and assure that the rights and welfare of human subjects are adequately protected in any research or related activity which departs from the application of established and accepted methods or which increase the ordinary risks of daily life; assure the Dean of Graduate Studies and Research that all proposals involving human subjects give adequate protection to those subjects; develop procedures for timely and continuous review of all University projects involving human subjects.

Faculty

Dale W. Fishbeck
Lawrence J. Haims
Sally M. Hotchkiss*
Charles L. Reid
L. Anthony Whitney

Student

Kenneth Glavin

Administrator

George E. Letchworth

Off-Campus

Morris Abromovitz
Joseph Edwards

PHYSICAL FACILITIES AND SAFETY COMMITTEE: (Advisory to Vice President for Administrative Affairs): be advisory on management, control, use, and coordination of University physical facilities, promote health and safety programs, and bring to the attention of the Administration those matters considered detrimental to health and safety; examine problems faced by physically and emotionally handicapped persons at the University and recommend solutions to those problems; consider the effects of campus operations and procedures on environment and bring to the attention of the Administration those matters that constitute environmental problems.

PHYSICAL FACILITIES AND SAFETY COMMITTEE--continued

<u>Faculty</u>	<u>Student</u>	<u>Administrator</u>
Thomas Dobbelstein* Earl E. Eminhizer Mary Lou Wedekind	David Diciccio Georgious Kafantaris	Paul Cress Nick J. Leonelli George E. Letchworth Charles McBriarty Mary Murphy Raymond D. Orlando

PRESIDENTIAL ADVISORY COMMITTEE: a consultative body available to advise the President and serve as an additional channel to receive on behalf of the President suggestions for improvement of the University.

<u>Faculty</u>	<u>Student</u>	<u>Administrator</u>
Donald E. Hovey Richard W. Jones Thelma S. Miner Frank J. Tarantine	Loretta Bleggi George Luke	Donald W. Byo Christine Dykema Stephen Hanzely George E. Letchworth

PUBLIC CEREMONIAL COMMITTEE: (**Advisory** to Special Assistant to the president): to administer and arrange for public ceremonials, including Commencement, **building** dedications, and similar functions.

<u>Student</u>	<u>Administrator</u>
Susan M. Witt	Bernice Brownlee Donald W. Byo Russell James Raymond D. Orlando Wealthie B. Prince* Philip A. Snyder

SENATE-ADMINISTRATION LIAISON COMMITTEE: (**Advisory** to the president): maintain liaison and communication with all Senate Committees; be advisory to the President in assessment of the implications of Academic Senate Committee considerations, including the appointment of **ad hoc** Administrative Committees to conduct studies necessary to this assessment.

<u>Administrator</u>	
Robert E. Arnold Donald W. Byo Earl E. Edgar* Richard Glunt Sanford N. Hotchkiss	Charles McBriarty Nicholas Paraska Virginia K. Phillips James A. Scriven Bernard J. Yozwiak

SPECIAL EVENTS COMMITTEE: (Advisory to Vice President for Academic Affairs):
 plan a program of extra-curricular lectures and other special events of educational value including the Skeggs Lectures and Artist Lecture Series; consider requests for departmental lectures; work with the Dean of Student Affairs in completing the specific arrangements such as lecture hall, press conferences, receptions, hotel and transportation reservations, contracts, and publicity.

<u>Faculty</u>	<u>Student</u>	<u>Administrator</u>
Ilajean Feldmiller	Catherine M. Costa	Patricia Bleidt
William S. Flad	Patricia J. Kostik	Thomas Kuchinka
Lewis S. Rosenthal*	Kathy A. Salaka	Philip A. Snyder
Donald E. Vogel	Margaret A. Takach	

STUDENT PUBLICATIONS COMMITTEE: (Advisory to Dean of Student Affairs):
 recommend policy respecting student publications; act in an advisory capacity to Dean of Student Affairs in the appointment of editors and administrative staff to student publications, the review of budget requests and the allocation of funds, and other matters related to student publications directly funded by the University.

<u>Faculty</u>	<u>Student</u>	<u>Administrator</u>
John F. Davies	Greg Gulas	Taylor Alderman*
Margarita W. Metzger	Jane Maruskin†	Joseph S. Rook
John Wilkinson	Sheri Moore	
	Charles Owens	
	David Sheppa	

UNIVERSITY RELATIONS COMMITTEE: (Advisory to Special Assistant to the President): serve in advisory capacity on University Relations, including the recommending of new policies and changes in existing policies and practices.

<u>Faculty</u>	<u>Student</u>	<u>Administrator</u>
George D. Beelen	William E. Brown	Paul Amodio
	Jane Maruskin	Patricia Bleidt
		Philip A. Snyder
		Harold Yiannaki*

Off-Campus

Dick James

All appointments to the chartered **committees** are **complete**. A listing of the representatives; faculty, student, and administrators; to the chartered **committees** will be included with this report, and has been sent to the **Jambar** for publication. The faculty appointments are, except for the Curriculum Committee, for the balance of this academic year and for the 1975-76 academic year. The faculty representatives for the Curriculum **Committee** are for the 1975-76 academic year. Distribution of faculty by **school/college** on the committees is not fixed by the Charter. The Executive **Committee recommends** that for five committees; Academic Affairs, Student Affairs, Research, Curriculum, and Educational Media; the distribution be as follows: Arts and Sciences, 2; 1 each from Business, Education, Engineering, Fine Arts, and T & CC; with the remaining position rotated between the schools excluding Arts and Sciences. For the remaining three committees the Executive Committee does not recommend a distribution and does not want the present distribution established by precedence.

Recommendations for faculty representatives on the administrative boards/committees have also been completed and forwarded to President Coffelt.

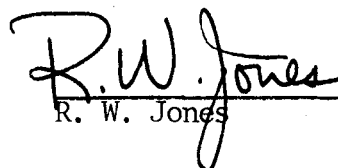
The Executive Committee is establishing an Ad-Hoc Calendar **Committee** to study the feasibility and desirability of changing from the quarter to the early-semester calendar at YSU. Tentatively this committee will be composed of two faculty from each **school/college**, four under-graduate students, and two graduate students.

The Executive Committee has requested the Student Affairs **Committee** to study the possible establishment of a "student grievance **procedure**".

At the 7 February meeting, the Senate directed the Executive Committee to consider the advisability of dropping the University requirement that student organizations have a **faculty/staff** advisor. While attempting to determine the history and origin of this requirement, the Executive **Committee** chairperson found that in June of 1970 the Board of Trustees ruled that "the development of rules and decisions relating to the daily association between student organizations and the University is necessary, and the Trustees delegate this responsibility to the administration of the University" (see attachment). Because of this ruling, the Executive Committee voted not to forward the Senate directive to the Student Affairs Committee (one negative vote). In the opinion of the Executive Committee, if students wish to pursue this matter, they should do so through the Dean of Student Affairs.

Finally, the Executive Committee is requesting that the Constitution and By-Laws **Committee** consider adding a by-law which would require all chartered **committees** to (a) keep minutes, and (b) distribute those minutes to the library and the Executive Committee.

Respectfully submitted,


R. W. Jones

YR 1970-36

Date Adopted: June 25, 1970

Motion: Mr. Dennison

Second: Mr. Wean

"BE IT **RESOLVED**, that the Trustees of Youngstown State University recognize that as Trustees of a publicly financed institution they bear a public trust affecting not only students, faculty and administrative staff, but also Ohio citizens and taxpayers. This trust is interpreted to mean that activities of University organizations must be consistent with the highest expectations of the public. Therefore, the development of rules and decisions relating to the daily association between student organization⁵ and the University is necessary, and the Trustees delegate this responsibility to the Administration of the University. The Trustees hold themselves available for consultation relative to scope and intent of rules at the request of the Administration. "

Elections and Balloting Committee

Faculty

- R. Secrist, A & S
- H. Cox, Business Administration
- G. Schoenhard, Education
- J. Devletian, Engineering
- D. Kennedy, T & CC

No students or administrators are on this committee.

Charter and By-Laws Committee

Faculty

- D. Byo, Fine Arts
- S. Hanzely, A & S
- R. Sumpter, T & CC
- I. Cohen, A & S
- E. Pejack, Engineering
- C. Singler, A & S

No students or administrators are on this committee.

Executive Committee

Faculty

- A. Budge, A & S
- F. Feitler, Education
- M. Foley, T & CC
- R. Jones (Chairman), Engineering
- C. Moore, Business
- D. O'Neill, Fine Arts
- C. Vanaman, Chairman Senate'

Students

- M. Yoswiak

Administrators

- A. Moore, Dean, School of Education

Academic Affairs

Faculty

- J. Van Norman, Chemistry
- I. Khawaja, Geology
- P. Baldino, Found. of Educ.
- D. Scott, Elementary Educ.
- F. Rosenberg, Music
- A. Hakojarvi, Home Economics
- R. Shuster, Management
- H. Sheng, Chemical Engineering

Students

- Catherine Costa, A & S
- Bill Boni, Business

Administrators

- E. Edgar
- J. Scriven

Academic Events

Faculty

- M. Moore, Soc. & Anthrop.
- E. Foldvary, Chemistry
- A. Bright, Black Studies
- E. Juhasz, Art
- L. Harris, Music
- G. Hedrick, Nursing
- J. Ritter, Civil Engineering
- C. Smith, Spec. Education

Students

- Elaine Yager, T & CC
- Jane Maruskin, Business

Administrators

- D. Byo
- B. Brownlee

Computer

Faculty

N. **Sturm**, Biology
E. **Santos**, Mathematics
M. **Householder**, Civil Eng.
W. **Driscoll**, Ind. Eng.
B. **Engelhardt**, Nursing
T. **Chrobak**, Eng. Technology
P. **Pascale**, Found. of Educ.
D. **Roussos**, Business

Students

Dennis Bean, Engineer-
ing

Administrators

R. Jonas
W. Prince

Continuing Education

Faculty

W. **Katerberg**, H 8 P.E.
J. **Morrison**, Psychology
C. **Gay**, English
D. **Hille**, Bus. Tech.
C. **Freeman**, Sec. Studies
J. **Beckett**, Found. of Educ.
J. **Lapinski**, Music
F. **Seibold**, Adv. & Publ. Rela.

Students

Susan Shaffer, Business

Administrators

J. Loch
T. Alderman

Curriculum

Faculty

S. **Kozarich**, Math
S. **Redburn**, Political Science
P. **Bellini**, Civil Eng.
W. **Hammack**, Student Teaching
R. **Richards**, Guidance &
Counseling
V. **Phillips**, Sec. Studies
E. **Largent**, Music
P. **Chuey**, Accounting & Finance

Students

Michael Briceland, A & S
Elaine Mitchell, Educ.
Barbara Elias, A & S

Administrators

T. Alderman
H. Yiannaki

Educational Media

Faculty

K. **Crites**, English
D. **Hwopek**, English
W. **Nichols**, Elem. Educ.
R. **DiGiulio**, Guidance &
Counseling
R. **Taylor**, Advertising &
Publ. Rela.
J. **Petrek**, Mech. Eng.
C. **Goard**, Nursing
L. **Zona**, Art

Students

Mike Braun, T & CC

Administrators

W. Eshleman
S. Grcevich

Library

Faculty

- C. Chuey, Biology
- A. Stocks, Economics
- R. Linkhorn, Foreign Languages
- M. Horvath, Home Economics
- C. Schultz, Education
- W. Mayhall,
- M. Siman, Elec. Eng.
- E. Sekeres, Advertising & Publ. Rela.

Students

David Mitchell, A & S

Administrators

T. Alderman
R. Owen

Research

Faculty

- G. Dobbert, Soc. & Anthropology
- F. Koknat, Chemistry
- D. Rost, Elec. Eng.
- F. D'Isa, Mech. Eng.
- C. Raridon, Music
- D. Cliness, Guidance 4
Counseling
- J. Davies, Criminal Justice
- M. Kohn, Management

Students

No students are on
this committee.

Administrators

L. Rand
P. Syring

Student Affairs Committee

Faculty

- J. Buoni, Math
- E. McDonald, Int'l Students
- G. Schoenhard, Sec. Educ.
- G. Tribble, Elem. Educ.
- D. Robinson, Speech & Drama.
- R. Stanko, Criminal Justice
- J. Daly, Management
- J. Bakos, Civil Eng.

Students

Darlene Luntz, Educ.
Sue Harris, Fine Arts
Bill Yeaton, Eng.
Ed Sturgeon, Educ.

Administrators

C. McBriarty
J. Wales III

IN ATTENDANCE: 3/17/75

Helmut S. Miner	Bill G
Barbara Brothers	Kathy
John Zaccaro	Pat
S. Floyd Berger	Dr
Marquette Foley	Don
N. Parascha	John
Small	Carl
D. Struster	
Small F. Satre	
Ed Roberts	
R.W. Jones	
E. Strickberg	
D.J. O'Neill	
Therese Helm	
E.R. Pejack	
Charles Bingham	
Verette Abram	
Jane Maruskina	
Bill Yeaton	
E. Lane Yager	
P. H. Ballerup	
Robert Arndt	
JAMES DOUGLASS	
Fred Feitler	
Mary Brown	
David Mitchell	
E. Fitzgerald	



YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44603

7 February 1975

TO: Professor Clyde Vanaman
Presiding Officer of the Senate

Dear Clyde:

Will you kindly read the following brief item to the Senate before the body addresses itself to the regular order of business.

Thank you,

Dave Behen

Dave Behen

Dr. Behen expresses his warmest thanks to the Senate for their Resolution respecting his tenure as Presiding Officer. He says that although he fears the Resolution's laudatory sentiments may produce a hyper-inflated ego, he has enough of human weakness to welcome this potential damage to his psyche.

(I hope and fully expect that by the next Senate meeting I will have sufficiently recovered full strength to take my seat and participate in the Senate's work.)



COMMITTEES - JSU

YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44555

March 6, 1975

To: Deans, Department Chairmen, Department Directors,
and Faculty

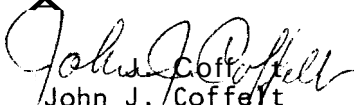
Dear Colleagues:

The development of the new Academic Senate eliminated former University Senate standing committees. An ad hoc Committee was appointed to recommend a committee structure to replace Type B and Type C advisory committees of the previous Senate. The ad hoc Committee, after extensive study and review, submitted a report to me in September, 1974, which was widely distributed and discussed.

The report and subsequent reactions to it have been incorporated into the attached Administrative Board and Advisory Committee list. These Boards and Committees are designed to provide administrative officers with regular, systematic input from members of the academic community regarding administrative regulations and actions.

Because these Boards and Committees are being appointed so late in the academic year, I am asking these first appointments to serve through the Spring Quarter of 1976. At that time annual appointments will be made.

Sincerely,


John J. Coffey
President

jw

Enclosure

cc: Vice Presidents

YOUNGSTOWN STATE UNIVERSITY

ADMINISTRATIVE BOARDS AND ADVISORY COMMITTEES
FOR 1974-5 and 1975-6

Administrative boards and advisory committees are listed in alphabetical order below. Administrative "boards" are established to provide a means of reviewing decisions of an administrator. The Board may uphold, modify, or reverse such decisions after review. There are four such Boards: (1) Residence Classifications; (2) Student Disciplinary; (3) Traffic and Parking Violations, and (4) University Appeals.

Administrative "Advisory Committees", on the other hand, are established to serve in an advisory capacity to an administrative office. As such, administrative regulations can be reviewed prior to their implementation or operating policies can be reviewed for possible revision.

I. Appointment

All appointments to administrative boards and advisory committees are made by the President from a list of names of persons recommended to him by administrative, faculty, staff, and student bodies. Such appointments will be for one year provided that the individual maintains his status at time of appointment (e.g., full-service faculty).

A. Administrative Members

The administrative officer to whom a board or committee reports shall recommend the names of administrative personnel for committee assignment, and shall be consulted in the selection of a chairman.

B. Faculty Members

The Senate Executive Committee shall submit names of faculty members to serve on each of the administrative boards and advisory committees. These names will be submitted to the President by December 13 for 1974-75, and thereafter by May 30 of each year.

C. Student Members

In most instances administrative boards and advisory committees will include members of the YSU student body. In an effort to make student membership as representative as possible, the following guidelines will be followed:

1. Any student enrolled in 8 or more quarter hours and in good academic standing may hold Board or Committee appointments.
2. A student may not serve on more than two boards or committees at the same time.

Administrative Boards and Advisory Committees

3. When there are two or more students on a board or committee, only one may be a member of Student Council, unless otherwise specified in the board or committee description.
4. Every effort should be made to have all Schools (Colleges) of the University represented on the boards and committees. Therefore, when the number of students is less than seven, no more than one should come from a single School (College).
5. Names of students to serve on boards and committees will be submitted through the Dean of Student Affairs from a list made and ratified by the Student Council in a formal meeting. These names will be submitted by December 13 for 1974-75, and thereafter by May 30 of each year.
6. The Dean of Student Affairs will assume responsibility for confirming eligibility of student nominated.

II. Chairman

Chairmen of all administrative boards and advisory committees are appointed by the President. A student shall not serve as Chairman or Temporary Chairman of any administrative board or advisory committee.

III. Committee Quorum

A quorum shall consist of the majority of the members of the committee unless otherwise specified below.

IV. Operation During Summer

In principle, it is the expectation that most boards and advisory committees will not be operating during summer months. Some, however, will have responsibilities that require action during this period. When provisions must be made for limited operation during the summer, the chairman will convene as many members of the board or committee serving the preceding year as are possible.

The incumbent chairman will continue to serve during the summer session. If the incumbent is not available, a temporary chairman shall be appointed from among those faculty and administrative members who are available. The appointment will be made by the President in consultation with the appropriate administrative officer.

Administrative Boards and Advisory Committees

Administrative and faculty members who are employed directly for the summer sessions will serve on the board or committee. Faculty members under contract for fall may serve during the summer session if they are available and are willing to participate. Student members must have been enrolled for at least 8 quarter hours during the preceding spring quarter and be enrolled for at least one course during the summer session or be pre-enrolled for the fall quarter.

Quorum requirements may be reduced for summer operations. If the number of members available is below one third, or less than four, whichever is greater, additional faculty ad hoc appointments to reach this minimum number shall be made by the President. In an effort to assure representation on the board or committee an officer of student government or student council and the Dean of Student Affairs jointly make ad hoc student appointments.

V. Additional Information

The President of the University is an ex-officio member of all boards and committees and shall receive a copy of the approved minutes of all boards and committee meetings.

ADMINISTRATIVE BOARDS

RESIDENT CLASSIFICATION BOARD: receive and hear all appeals on residence classification for tuition purposes made by the Admissions Director.

<u>Faculty</u>	<u>Student</u>	<u>Administrator</u>
Joseph Lucas	Joseph Rafidi	Karl E. Krill Tom H. Martindale* James A. Scriven

STUDENT DISCIPLINE BOARD: review, hear, and act upon cases which involve violation of the Code of Student Rights, Responsibilities, and Conduct; recommend procedures and policy for the disposition of such disciplinary cases; advise the Dean of Student Affairs in general disciplinary matters. (Six [6] undergraduate students according to Rule of Distribution by schools to include three [3] from the Student Council.)

<u>Faculty</u>	<u>Student</u>	<u>Administrator</u>
Joseph Babisch* Mary V. Hare Terrence J. Shidel David E. Starkey	Joseph Armeni Gary Damon Gary Skubic Ed White Dante Zarlenga Robin Zimmerman	C. David Bertelsen

STUDENT DISCIPLINE APPEALS BOARD: hear appeals from actions of the Student Discipline Board.

<u>Faculty</u>	<u>Student</u>	<u>Administrator</u>
Richard W. Jones	Edward Sturgeon	Karl E. Krill;:

TRAFFIC AND VIOLATIONS BOARD: hear and render decisions^t on appeals related to violations of University Traffic and Parking Regulations.

<u>Faculty</u>	<u>Student</u>	<u>Administrator</u>
Gary F. Fry	Stephen Papalas James Senary	Tom H. Martindale Donald M. Minnis*

Classified Personnel

Joseph E. Scott

[†]The decision of this Board shall be the final campus authority.

*Chairman or Chairwoman

ADVISORY COMMITTEES

AFFIRMATIVE ACTION COMMITTEE: (Advisory to the Affirmative Action Officer):
keep abreast of changes in Federal and State laws and guidelines affecting affirmative action; keep informed about the operation of affirmative action nationally, state-wide, and on the campus; make periodic reports to the President, through the Affirmative Action Officer, on the effectiveness of the Y.S.U. program and its degree of acceptance by those concerned.

Faculty

Glorianne M. Leck
Gus Mavrigian

Student

William Boni

Administrator

Alfred Bright
Dennis Clouse
Marguerite Foley*
William O. Swan

Classified Personnel

Marjorie Greenberger
Earnest White

ALUMNI AFFAIRS COMMITTEE: (Advisory to Special Assistant to the president):
assist in the development of a viable Alumni Association; serve in advisory capacity on relations between the University and its Alumni.

Faculty

Robert E. Arnold
Marilyn E. Biles

Student

John Carano
Edward Sturgeon

Administrator

Richard Glunt
Lawrence Looby*
Philip A. Snyder

Classified Personnel

Kathleen M. Anderson

Alumni

ATHLETIC COUNCIL: (Advisory to Special Assistant to the president): make recommendations on new policies or changes in existing policies regarding intercollegiate athletics; serve in an advisory capacity on operational matters of the University intercollegiate athletic program.

Faculty

Nicholas T. Mortellaro
Joan Philipp

Student

Danny H. Frum
Cindy C. Gettiy

Administrator

Paul Amodio
Stephen J. Grcevich*
Charles McBriarty
James Morrison
Lewis B. Ringer

Off-Campus

John Cramb, Jr.
Elwyn Jenkins

BUDGET COMMITTEE: (Advisory to president): develop the University budget for recommendation to the Board of Trustees.

Administrator

John J. Coffelt*
Earl E. Edgar
Karl E. Krill
Charles McBriarty
Leon Rand
Joseph S. Rook

BUDGET SUBCOMMITTEE ON GENERAL FEE: (Advisory to President): make recommendations on the division of General Fee for the support of student programs, activities, and services.

Student

William E. Brown
Donald McTigue
Edward Sturgeon

Administrator

Lawrence E. Looby
Charles McBriarty*
Joseph S. Rook

CONTROLLED MATERIALS COMMITTEE: (Advisory to Vice President for Administrative Affairs): recommend policies and procedures for control and security of any sensitive materials such as classified documents, drugs, and radioactive materials; advise on the effectiveness of the implementation of control measures.

Faculty

David B. Maclean
James R. Toepfer*

Student

Sharman Simon

Administrator

Paul Cress
James Miller
Leon Rand

DATA SERVICES COMMITTEE: (Advisory to Vice President for Administrative Affairs): review plans and make recommendations on priorities relative to administrative data services, including the evaluation of institutional data needs and computer hardware and systems.

Faculty

Janet Del Bene*
Pietro J. Pascale

Administrator

Taylor Alderman
Richard Glunt
Ronald W. Jonas
Lawrence E. Looby
Tom H. Martindale

Charles McBriarty
Raymond D. Orlando
Richard J. Owen
James A. Scriven

DEGREE REVIEW COMMITTEE: (Advisory to Vice President for Academic Affairs): to implement written policy and administrative procedures on the recognition of degrees and listing thereof in University publications.

Faculty

Leslie Domonkos

Administrator

Jean Charignon
Christine Dykema
James A. Scriveri
William O. Swan*

HUMAN SUBJECTS RESEARCH COMMITTEE: (Advisory to Graduate Dean); develop policies and procedures and assure that the rights and welfare of human subjects are adequately protected in any research or related activity which departs from the application of established and accepted methods or which increase the ordinary risks of daily life; assure the Dean of Graduate Studies and Research that all proposals involving human subjects give adequate protection to those subjects; develop procedures for timely and continuous review of all University projects involving human subjects.

Faculty

Dale W. Fishbeck
Lawrence J. Haims
Sally M. Hotchkiss*
Charles L. Reid
L. Anthony Whitney

Student

Kenneth Glavin,

Administrator

George E. Letchworth

Off-Campus

Morris Abromovitz
Joseph Edwards

PHYSICAL FACILITIES AND SAFETY COMMITTEE: (Advisory to Vice President for Administrative Affairs): be advisory on management, control, use, and coordination of University physical facilities; promote health and safety programs, and bring to the attention of the Administration those matters considered detrimental to health and safety; examine problems faced by physically and emotionally handicapped persons at the University and recommend solutions to those problems; consider the effects of campus operations and procedures on environment and bring to the attention of the Administration those matters that constitute environmental problems.

PHYSICAL FACILITIES AND SAFETY COMMITTEE--continued

<u>Faculty</u>	<u>Student</u>	<u>Administrator</u>
Thomas Dobbelstein*	David Diccio	Paul Cress
Earl E. Eminhizer	Georgious Kafantaris	Nick J. Leonelli
Mary Lou Wedekind		George E. Letchworth
		Charles McBriarty
		Mary Murphy
		Raymond D. Orlando

PRESIDENTIAL ADVISORY COMMITTEE: a consultative body available to advise the President and serve as an additional channel to receive on behalf of the President suggestions for improvement of the University.

<u>Faculty</u>	<u>Student</u>	<u>Administrator</u>
Donald E. Hovey	Loretta Bleggi	Donald W. Byo
Richard W. Jones	George Luke	Christine Dykema
Thelma S. Miner		Stephen Hanzely
Frank J. Tarantine		George E. Letchworth

PUBLIC CEREMONIAL COMMITTEE: (Advisory to Special Assistant to the president): to administer and arrange for public ceremonials, including Commencement, building dedications, and similar functions.

<u>Student</u>	<u>Administrator</u>
Susan M. Witt	Bernice Brownlee
	Donald W. Byo
	Russell James
	Raymond D. Orlando
	Wealthie B. Prince*
	Philip A. Snyder

SENATE-ADMINISTRATION LIAISON COMMITTEE: (Advisory to the president): maintain liaison and communication with all Senate Committees; be advisory to the President in assessment of the implications of Academic Senate Committee considerations, including the appointment of ad hoc Administrative Committees to conduct studies necessary to this assessment.

<u>Administrator</u>	
Robert E. Arnold	Charles McBriarty
Donald W. Byo	Nicholas Paraska
Earl E. Edgar*	Virginia K. Phillips
Richard Glunt	James A. Scriven
Sanford N. Hotchkiss	Bernard J. Yozwiak

SPECIAL EVENTS COMMITTEE: (Advisory to Vice President for Academic Affairs):
 plan a program of extra-curricular lectures and other special events of educational value including the Skeggs Lectures and Artist Lecture Series; consider requests for departmental lectures; work with the Dean of Student Affairs in completing the specific arrangements such as lecture hall, press conferences, receptions, hotel and transportation reservations, contracts, and publicity.

<u>Faculty</u>	<u>Student</u>	<u>Administrator</u>
Hajeane Feldmiller	Catherine M. Costa	Patricia Bleidt
William S. Flad	Patricia J. Kostik	Thomas Kuchinka
Lewis S. Rosenthal*	Kathy A. Salaka	Philip A. Snyder
Donald E. Vogel	Margaret A. Takach	

STUDENT PUBLICATIONS COMMITTEE: (Advisory to Dean of Student Affairs):
 recommend policy respecting student publications; act in an advisory capacity to Dean of Student Affairs in the appointment of editors and administrative staff to student publications, the review of budget requests and the allocation of funds, and other matters related to student publications directly funded by the University.

<u>Faculty</u>	<u>Student</u>	<u>Administrator</u>
John F. Davies	Greg Gulas	Taylor Alderman*
Margarita W. Metzger	Jane Maruskin	Joseph S. Rook
John Wilkinson	Sheri Moore	
	Charles Owens	
	David Sheppa	

UNIVERSITY RELATIONS COMMITTEE: (Advisory to Special Assistant to the President): serve in advisory capacity on University Relations, including the recommending of new policies and changes in existing policies and practices.

<u>Faculty</u>	<u>Student</u>	<u>Administrator</u>
George D. Beelen	William E. Brown	Paul Amodio
	Jane Maruskin	Patricia Bleidt
		Philip A. Snyder
		Harold Yiannaki*

Off-Campus

Dick James