

June 3, 1971

TO THE TRUSTEES OF  
YOUNGSTOWN STATE UNIVERSITY

This notice is to advise you that the next regular meeting of Trustees of Youngstown State University will be held on Saturday, June 19, 1971 at 1:30 p.m. at the Kilcawley Student Center.

Luncheon will be provided at 12:00 noon, at the Kilcawley Student Center, following the commencement exercises. The agenda for the meeting will be furnished by Dr. Pugsley's office.

Yours very truly,

*Hugh W. Manchester*  
Secretary to the Board of Trustees  
of Youngstown State University

This is to certify that a copy of the above notice was mailed on June 3, 1971 to each of the following persons:

William J. Brown  
The Youngstown Vindicator  
Vindicator Square  
Youngstown, Ohio 44503

Clarence J. Strouss  
Northwestern Mutual Life Ins. Co.  
Dollar Bank Building  
Youngstown, Ohio 44503

Dr. B. B. Burrowes  
529 North Avenue  
Youngstown, Ohio 44502

Robert E. Williams  
1359 Virginia Trail  
Youngstown, Ohio 44505

Carl L. Dennison  
Butler Wick & Company  
6th Floor, Union Natl. Bank Bldg.  
Youngstown, Ohio 44503

Raymond J. Wean, Jr. Pres.  
Wean United, Inc.  
Three Gateway Center  
401 Liberty Avenue  
Pittsburgh, Pa. 15222

John N. McCann, M.D.  
2722 Mahoning Avenue  
Youngstown, Ohio 44509

Dr. Albert L. Pugsley, Pres.  
Youngstown State University  
410 Wick Avenue  
Youngstown, Ohio 44503

John M. Newman  
1203 Union Natl. Bank Bldg.  
Youngstown, Ohio 44503

*Hugh W. Manchester*

JOHN H. RANZ  
HUGH W. MANCHESTER  
RICHARD B. WILLS  
JOHN F. ELSAESSER  
PAUL J. FLEMING  
JAMES E. BENNETT, JR.  
JOHN WEED POWERS  
FRANKLIN S. BENNETT  
DON E. TUCKER  
CHARLES H. OWSLEY  
JOHN D. LIBER  
W. STEPHEN MELOY  
ROBERT N. DINEEN  
GILBERT M. MANCHESTER  
MICHAEL I. WALLING

LAW OFFICES

MANCHESTER, BENNETT, POWERS & ULLMAN

UNION NATIONAL BANK BUILDING

YOUNGSTOWN, OHIO 44503

TELEPHONE 743-1171 AREA CODE 216

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CURTIS A. MANCHESTER  
1902-1951

JAMES E. BENNETT  
1917-1964

FRANKLIN B. POWERS  
1914-1960

MYRON E. ULLMAN  
OF COUNSEL

August 19, 1971

RECEIVED  
AUG 23 1971  
LAW OFFICES

Dr. Albert L. Pugsley, President  
Youngstown State University  
410 Wick Avenue  
Youngstown, Ohio 44503

Dear Al:

Enclosed for your records are Xerox copies of a Xerox copy of two papers, to wit: official appointment of Albert J. Shipka as a trustee, dated July 16, 1971, and a copy of the oath of office taken by Mr. Shipka on July 29.

I am including one copy of each document in my copy of the minutes and would suggest that you have Marian Webster include the enclosed two sheets in the official minutes.

I do not recall that we ever received such documents when Mr. Rhodes was Governor. The papers were mailed from the Executive Department State House on August 3, addressed to Secretary, Board of Trustees, Youngstown State University, and forwarded to me and found upon my return from vacation.

Sincerely,

HWM MM  
Enclosures

*Hugh W. Manchester*

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STATE OF OHIO  
**Executive Department**

300X  
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OFFICE OF THE GOVERNOR

*Columbus*

I, John J. Gilligan, Governor of the State of Ohio, do  
hereby appoint Albert J. Shipka (Democrat), Campbell,  
Mahoning County, Ohio, as a Member, Board of Trustees,  
Youngstown State University, for a term beginning May 2, 1971,  
and ending at the close of business May 1, 1980, with appointee  
taking office on July 23, 1971, vice Elton W. Luckhart whose  
term expired.



IN WITNESS WHEREOF, I have  
hereunto subscribed my name and  
caused the Great Seal of the State  
of Ohio to be affixed at Columbus,  
this 16th day of July, in the year of  
our Lord, one thousand nine hundred  
and seventy-one.

*John J. Gilligan*  
Governor

OATH OF OFFICE

I, Albert J. Shipka, promise and swear to support the Constitution of the United States and the Constitution of this State, and faithfully to discharge the duties of the office of Member, Board of Trustees, Youngstown State University, to which I have been appointed, for a term beginning May 2, 1971, and ending at the close of business May 1, 1980.

*Albert J. Shipka*

STATE OF OHIO,  
COUNTY OF MAHONING, SS:-

Personally sworn to before me, a Notary Public in and for said County, and subscribed in my presence this 29<sup>th</sup> day of July, 1971.

*Lucille P. Turner*  
LUCILLE P. TURNER, Notary Public  
My Commission Expires Jan. 16, 1973

Agenda for Board of Trustees June 19, 1971 Meeting delivered to the following:

|                                       | Received by:              | Date:          |
|---------------------------------------|---------------------------|----------------|
| Wm. J. Brown                          | <u>Betty Marchal</u>      | <u>6/15/71</u> |
| Dr. Bertie B. Burrowes                | <u>Bertie B. Burrowes</u> | <u>6/15/71</u> |
| Carl L. Dennison                      | <u>Carl L. Dennison</u>   | <u>6/15/71</u> |
| Atty. Elton W. Luckhart               | <u>Elton W. Luckhart</u>  | <u>6/15/71</u> |
| Dr. John N. McCann                    | <u>Dr. J. N. McCann</u>   | <u>6/15/71</u> |
| Atty. John M. Newman                  | <u>John M. Newman</u>     | <u>6-15-71</u> |
| Clarence J. Strouss, Jr.              | <u>Marked [initials]</u>  | <u>6/15/71</u> |
| Raymond J. Wean, Jr.                  | <u>Marked [initials]</u>  | <u>6/15/71</u> |
| Robert E. Williams                    | <u>Marked [initials]</u>  | <u>6/15/71</u> |
| Atty. Hugh W. Manchester<br>Secretary | <u>Hugh W. Manchester</u> | <u>6/15/71</u> |

*President Ruzalek*  
2034  
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YOUNGSTOWN STATE UNIVERSITY

Board of Trustees Meeting

Kilcawley Center, 1:30 p.m.

Saturday, June 19, 1971

AGENDA

- a) Roll Call
- b) Proof of Notice of Meeting
- c) Disposition of Minutes for Meeting Held April 20, 1971.
- d) Recommendations of the President of the University
  1. Confirmation of Approval Given by Trustees to Confer the Honorary Degree, Doctor of Engineering, on Mr. J. Phillip Richley, Director of Highways, State of Ohio, at the Spring Commencement of the Forty-Ninth Year, Youngstown State University
  2. Budget Corrections and Modifications
  3. Appreciation to City Council and Mayor Hunter
  4. Resolution Creating a Faculty Appeals Committee
  5. Resolution Creating a Grievance Procedure for Committee C-8, Non-Faculty Personnel
  6. Resolution Approving Acquisition of Equipment Transfer from Mahoning County Community College
  7. Resolution Regulating Type of Aircraft Operators Youngstown State University is Permitted to Utilize.
  8. Resolution Requiring Insurance by International Students
- e) Report by the President of the University
  1. Opinion of State Attorney General Concerning Rental of Property
  2. Opinion of State Attorney General Concerning Extension of Term of Trustees.
  3. Report on Poddar Case to Date
  4. Report on Legislative Matters
    - a) Appropriations and HB 475
    - b) Governor's Proposal for Trustee Boards
  5. Report on Carolyne Case
  6. Report on ETV Consortium
  7. Report on Prospective Athletic Conference
  8. Chancellor's Approval of B.S. in Engineering in Management Engineering
  9. Report by Vice President Edgar
    - a) Search for Dean of Arts and Sciences
    - b) Graduate Committees of OBR on Masters
    - c) Program of Criminal Justice
    - d) Grants

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2051

- 10. Report by Vice President Coffelt
  - a) Construction Progress
  - b) Rental Plans
- 11. Report by Vice President Rook
  - a) Financial Report
  - b) Report on Prospective Lease for 570 Fifth Avenue.
- f) Report of Committees of the Board
  - 1. Building Committee Report
    - a) Resolution on YR 1970-24 Properties
  - 2. Finance Committee Report
    - a) Approval of Contract With <sup>Dollar</sup> Dallas Savings and Trust Company
- g) Communications, Petitions, and Memorials
  - 1. Appreciation to Dr. Burrowes, Chairman
- h) Unfinished Business
- i) New Business
  - 1. Report of Nominating Committee
- j) Time of Meetings for Next Year
  - 1st Meeting Week of November 7
  - 2nd Meeting Week of January 24 -
  - 3rd Meeting Week of April 17 -
  - 4th Meeting Saturday of Commencement

*lunch*  
Sat Nov -13 1:30 —

*Sat ...*

Confirmation of Approval to Confer the Honorary Degree, Doctor of Engineering, on J. Phillip Richley, Director of Highways, State of Ohio.

YR 1971-

"With great appreciation for service and outstanding leadership to the community of Youngstown and the State of Ohio, the Board of Trustees hereby records its previously polled approval of the recommendation of the Faculty and the President that the honorary degree, Doctor of Engineering, be conferred upon the distinguished engineering graduate of the William Rayen School of Engineering, Mr. J. Phillip Richley, Director of Highways, State of Ohio, at the Spring Commencement of the forty-ninth year, Youngstown State University."



## Budget Corrections and Modifications

As usual some minor typographical and other errors have appeared in the printed budget. These have been corrected routinely by administrative action under the general policy of the Board that the administration should act in such matters. The Budget is a constantly changing document which requires daily adjustment within the general authorization provided by the Board for individuals who resign or are added to the payroll. Sometimes degree qualifications and salary rates are modified to fit the qualifications of the individuals being employed. Generally, however, such adjustments are made within the resources budgeted to each department although some adjustments may require the use of the contingency funds under the control of the President or the Vice Presidents. Other than for corrections, salary changes for continuing personnel are generally made only in the annual budget.

The University's policy provides for an additional salary increment to be set aside for those persons who may have completed advanced degrees after the budget has been approved. Some are included here, others are expected to be brought to the Board in the Fall. Only those changes relating to Faculty and Administration are brought before the Board. Classified Civil Service changes are mandated by law. It is probable that there will be many of these if the Governor's appropriation bill becomes reality, for he has recommended a 16 percent increase in base rates for such personnel. It is probable that the Legislature will mandate about 10 percent, and that it will not provide any special funding to accompany its mandated changes. We therefore recommend that the changes shown on the accompanying sheet be recorded.

YR 1971-

"BE IT RESOLVED, that the following modifications be made in the Annual Budget for the year 1971-72, and that other changes considered advisable by the President be effected as needed.

1. Page 5, line 2 (also, p. 15, line 11) Associate Professor David Ives. Professor Ives' salary in 1970-71 was \$12,400 not \$12,000, and it was our intention to continue at the same figure. Total salary for nine-months service should be \$12,400: (\$2,480 Art Department, \$9,920 English Department).
2. Page 16, line 27 (also p. 73, line 19), Sister D. Hwopek, Assistant Professor of English; total salary of \$12,500 for 9 months service: (\$7,500 English Department, \$5,000 Secondary Education Department). It was necessary to pay \$1,500 more than budgeted for this position to obtain a specialist in English Education. The difference was made up from other vacancies.
3. Page 19, line 12 Assistant Professor Virginia Laughlin. Change to Leave Without Pay for 1971-72 academic year, to recuperate from operation and to complete doctoral dissertation at the University of Arizona.
4. Page 25, line 12, Cynthia Loehr, Assistant Professor, Health and Physical Education, Assistant Aquatic Director, total salary \$9,500. A reduction of \$1,200 from budget figure in filling the new position.
5. Page 26, add line 21 for the vacant Johnson position omitted in error. William Katerberg, Instructor, Health & Physical Education, has been employed at a salary of \$7,500 for 9 months service.
6. Page 28, line 12, George Beelen, Assistant Professor of History, now to have a salary increase from \$11,300 for 9 months service to \$11,800 to recognize completion of all Ph.D. requirements at Kent State University.
7. Page 39, line 6, James E. Dale, has been appointed to fill this vacancy as Assistant Professor of History at a salary of \$12,500 for 9 months service.
8. Page 44, line 8, Syretha Cooper, has been appointed to fill this vacancy as Assistant Professor of Sociology and Anthropology, at a salary of \$12,500 for 9 months service.
9. Page 64, line 2 (also, page 66, line 2), Clyde Vanaman, Professor of Education has been appointed to this vacant position of Assistant Dean of Education, effective September 1, 1971, at total salary of \$19,600 for 12 months service (\$17,640 as Assistant Dean; \$1,960 in Elementary Education). His salary for 9 months was \$15,350 in this budget in the Department of Elementary Education.
10. Page 64, line 4, Wilbert Hammack, Director of Student Teachers, now to have a salary increase from \$15,150 for 12 months service to \$15,650 to recognize completion of all Ed.D. requirements at the University of Akron.
11. Page 66, line 2, this position has been vacated by Dr. Vanaman except for .1 time at \$1,960.

12. Page 66, line 3a, this new position becomes full time in Elementary Education at a salary of \$13,750 which takes up the difference in salary between Dr. Vanaman's old position and the .1 time he retains in Elementary Education.
13. Page 68, line 1 (also page 72, line 1), William Shipman, Professor of Education; change total salary from \$18,200 for 12 months service as Chairman, to \$15,000 for nine months service (\$3,000 Education Foundations, \$12,000 Secondary Education).
14. Page 68, line 9, Booker T. Gardner, Assistant Professor, Education Foundations Department, has been appointed at a salary of \$12,500 for nine months service. He is a black man and is expected to have the Ph.D. upon arrival.
15. Page 72, line 5, Louis Hill, Associate Professor of Education; change from \$15,750 for 9 months service, to \$19,250 for 12 months service as Chairman of Secondary Education Department.
16. Page 75, line 1, Dr. Dean Hoops, was appointed as Associate Professor and Chairman of The Department of Special Education at a total salary of \$17,300 for 12 months service.
17. Page 83, line 5, Russell Hibbeler, Assistant Professor, Civil Engineering; has been granted leave without pay for 1971-72, to accept one year of employment with the Dept. of Highways, Bureau of Transportation, Washington, D.C.
18. Page 97, line 20, Fred Rosenberg, Assistant Professor, Music. The sabbatical leave for the fall quarter should have been shown at full pay rather than half pay, and the total salary becomes \$10,400 for 9 months.
19. Page 107, line 2, Change from Assistant Professor, \$14,500 for 12 months to Instructor, at \$11,800 for 12 months service with appointment of Richard Huntley, black man, and eliminate Ph.D. requirement.
20. Page 109, line 9, appointment of Bari Lateef, Assistant Professor, Criminal Justice, total salary of \$11,300 for 9 months service. Dr. Lateef was previously a member of the Department of Chemistry.
21. Page 115, line 10, appointment of Sister Barbara Erickson, Instructor, Nursing, at a salary of \$9,000 for 9 months service.
22. Page 132, line 5, replace William Budge with Catherine Look, Order Librarian, at a salary of \$7,000 for 12 months service.
23. Page 186, add \$900 for student help.

June 19, 1971, Agenda Item d)3

Appreciation to City Council and Mayor Hunter

The action of the Youngstown City Council in passing the Ordinance involving the closing of Elm Street and its transfer to the University was probably the most important piece of legislation for the University that has been taken by Council since the original Urban Renewal Program seven years ago. I suggest, therefore, that the following resolution be transmitted to the Council and the Mayor as an appropriate way to express appreciation.

YR 1971-

"BE IT RESOLVED, that the Board of Trustees of Youngstown State University express its deep appreciation to the members of the City Council of the City of Youngstown and to the Mayor of this City for their decision on Elm Street which will permit the University to fulfill its role of service to the people of the area. We commend this action as exhibiting the highest degree of integrity in keeping commitments made to the University and in promoting the general welfare of the community."

Resolution Creating a Youngstown State University  
Faculty Appeals Committee

During the past year the Faculty Affairs Committee has given extensive thought to the establishment of a faculty appeals committee. Meetings have been held, and the pertinent issues have been debated at length in the University Senate. At the meeting of the University Senate held on June 4, 1971, that body recommended the establishment of such a committee as shown in attached Exhibit A. This would provide an appeals committee to hear all cases of faculty grievances and to make recommendations governing their adjudication. I must confess that I feel some uncertainty about the role of the chairman who appears to be placed in the untenable position of seeking reconciliation before having the judgment of the committee. But the ambivalent position of the chairman which bothered me did not appear to bother the faculty. The approval of this legislation would require its use rather than the use of the Senate Executive Committee as a hearing body for tenure appeals. The following resolution is therefore presented for your approval.

YR 1971-

"BE IT RESOLVED, that the recommendation of the University Senate made on June 4, 1971, to create a University faculty appeals committee to hear grievances of the faculty is hereby approved, and furthermore that upon activation this committee shall hereafter replace the Executive Committee of the Senate in hearing all cases of appeals not pending at the time of this meeting.

"The following sentence in the Regulations of the Board of Trustees under Section 18. Termination of Appointment, shall have substituted therein the 'University Faculty Appeals Committee' for the 'Senate Executive Committee' to read as follows:

'If an appointment of a tenured faculty member is terminated by the Board for cause, such faculty member may request a hearing on the reason for his dismissal before the Board or before the University Faculty Appeals Committee, or both.'

"The text as approved is incorporated herewith."

April 19, 1971

TO: UNIVERSITY SENATE MEMBERS

FROM: THE FACULTY AFFAIRS COMMITTEE

The Faculty Affairs Committee recommends the formation of a faculty committee, to be constituted and charged as described below:

1. The committee in question shall be known as the Youngstown State University Faculty Appeals Committee.
2. The purpose of this committee is to function as an agency for the hearing of faculty grievances received from full and limited service faculty members, including those faculty serving as full or part-time administrators, and to explore the possibilities of redress and/or to assist in arriving at satisfactory solutions. Any findings of the committee will be
  - (a) with regard to the application and interpretation of existing University policy where such policy is stated, or
  - (b) with regard to matters not covered by University policy.

The findings and recommendations of the committee shall be reported to the petitioner, the members of the committee, the appropriate Vice President, the President, and any other appropriate Administrative Officer.

3. The Committee shall have the responsibility to make to appropriate officers or committees recommendations for improvement of the operation of the University.
4. The Committee shall consist of a Chairman, with the privilege of voting, elected at large for a term of one year; and three other members, elected at large and serving for terms of three years, provided that on the first election the three members shall be elected from a single slate for the terms of 3, 2, or 1 years respectively on the basis of highest number of votes. The Senate Executive Committee shall appoint annually the nominating committee from the full-service faculty members. At least two candidates shall be nominated for each position, and additional candidates shall be included if a petition for their candidacy is signed by a minimum of ten (10) full-service faculty members. No person shall be a candidate for more than one position.

(CONT'D. NEXT PAGE)

FACULTY AFFAIRS COMMITTEE CONT'D.: (April 19, 1971)

5. The Chairman and the three other members shall be tenured members of their faculties, excluding department chairmen and other administrative officers. The electors shall be non-tenured, as well as tenured full-service faculty members, including department chairmen, but excluding deans and other administrative officers.

Any member of the Committee, knowing that he will not be available for duty during any extended period, shall be authorized to appoint a substitute member during his period of unavailability; such substitute shall have the same qualifications for membership as the elected member, and shall have the same power.

6. The Chairman shall be empowered, whenever he feels it appropriate, to appoint from among the faculty at large ad hoc committees for more thorough investigations and recommendations, except in cases relating to loss of tenure. Any such subcommittee can report only to the parent committee.
7. The Chairman shall convene the Committee within one week of receipt of any written petition. A quorum of the Faculty Appeals Committee shall consist of three members. The Chairman, however, at the request of the petitioner, is empowered to seek a conciliation without recourse to the Committee.
8. The Constitutional right of any person appearing before the Committee to be represented by counsel of his choice shall not be infringed.
9. The Committee shall keep minutes of its meeting for its own use.
10. It is expected that the other duties of the person who is Chairman shall not be such that it will prevent his effective attention to the responsibilities of the Faculty Appeals Committee.

Resolution Creating a Grievance Procedure for  
Committee C-8, Non-Academic Personnel

WHEREAS the Senate Standing Committee C-8, Appeals Committee states that it has "University-wide responsibility to hear and answer appeals of individuals working for the University in both the classified and non-classified categories AND WHEREAS there is a need for a procedure for University employees to follow when they desire to air a grievance; in the interest of good employee-employer relations BE IT RESOLVED that the following Grievance Procedure be adopted:

YR 1971-

A. Purpose

The purpose of this procedure is to secure equitable solutions as quickly as possible to grievances which may from time to time arise relative to the working conditions of Youngstown State University employees.

The employee has the irrevocable right to present his grievance in private. However, if he chooses, the employee may request the presence of a fellow employee when presenting his grievance. Under no circumstances shall he be represented by anyone without his presence.

Adherence to high standards and efficient operations in conjunction with State of Ohio regulations is the University's objective in considering grievances and effective, consistent and fair disciplinary control. It is the policy of Youngstown State University to attempt to settle all grievances promptly and fairly and to assure peaceful solutions of disputes at the point of origin where grievances arise.

This Youngstown State University Grievance Procedure does not in any way jeopardize an employee's appeal procedure rights under the State Personnel Board of Review appeal procedure.

B. Time Limits

It is important that grievances be processed as quickly as possible at each administrative level. The number of days indicated herein at each level should be considered as maximum. Every effort will be made to expedite the process and to render a decision to the employee as quickly as possible. The time limits specified may, however, be extended by mutual agreement between the University and the employee. A grievance will be acted upon provided the employee submits it in writing within five (5) working days of the occurrence or discovery of the grievance. If the employee does not take his grievance to the next level within the time limit specified, the grievance shall be automatically considered as resolved on the basis of management's last answer. "Working days" as used in this paragraph means days exclusive of holidays and those days the employee may be on authorized vacation, authorized sick leave or autho-



rized absence. If management fails to act on a grievance within the prescribed time limit, it is to be considered as being denied on the basis of the previous answer.

### C. Definitions

Supervisor - means the person who directs the work of an employee or his designated representative.

Department - means one of the major employing parts of the University.

Department Head - means the Chief Administrative Head or Director of a major department or his designated representative.

Personnel Director - means the Director of Personnel for Youngstown State University or his designated representative.

Grievance - a grievance shall consist of an alleged violation of the Civil Service Code, University Policy or established practice. The written grievance shall designate the alleged violation, the time and date, and suggest a solution desired by the employee.

### Levels

The grievance procedure herein shall consist of levels.

#### First Level:

The grievance shall first be taken up by the aggrieved employee with his supervisor or his designated representative in person. The supervisor or his designated representative will listen carefully and attentively to the employee's problem, determine all of the facts pertaining to the situation, and advise the employee of his decision within three (3) working days. If the decision is not satisfactory to the employee, the supervisor or his designated representative shall move the grievance to the second level.

#### Second Level:

If the grievance is not settled in the First Level, the aggrieved employee shall make a formal appeal in writing within three (3) working days after the consummation of the action in the First Level. The formal written grievance shall be presented to the department head. The department head's decision shall be written and distributed to all parties concerned within five (5)

days unless extended by mutual agreement. Group grievances within a department shall be heard and considered by beginning in the Second Level.

#### Third Level:

If a satisfactory settlement has not been reached at the Second Level, the employee may take his grievance, within three (3) working days to the Director of Personnel to arrange a meeting with the responsible University officials and the aggrieved employee, his co-worker and/or his organization's representative. The employee will be given a written decision within three (3) working days after the conclusion of the meeting. If the decision is not satisfactory to the employee, he may within three (3) working days make a written choice of submitting his grievance to the Fourth Level or through Impartial Arbitration as stated in the Fifth Level or directly to the Sixth Level.

#### Fourth Level:

If the employee is not satisfied with the Director of Personnel's decision he may take his grievance to the Youngstown State University Senate Appeals Committee within three (3) working days after receipt of notification of the Third Level decision.

#### Fifth Level: Impartial Arbitration

If the employee is not satisfied with the Director of Personnel's decision, he may take his grievance to impartial arbitration within three (3) working days after receipt of the Third or Fourth Level decision. Within three (3) working days after receipt of notification from the employee of his choice to submit his grievance from the Third or Fourth Level to impartial arbitration, the Director of Personnel and the employee, along with a maximum of three (3) representatives, shall meet and request that the Federal Mediation and Conciliation Service supply a list of the names of five (5) impartial persons who are members of the National Academy of Arbitrators, and who are qualified to act as arbitrators. The Director of Personnel and the employee, along with his representative, shall meet within five (5) working days after receipt of such list. If they cannot mutually agree upon one of the listed arbitrators, then the Director of Personnel and the employee, along with his representative, will each cross one arbitrator's name from the list of five (5) and shall repeat this procedure. The remaining name shall be the duly selected arbitrator. The fees and expenses of the arbitrators and of the organization from which they were obtained and any incidental and related expenses shall be borne equally by the University and the employee. An employee organization may assume the responsibility for the employee's share of the fee and expenses of the arbitrators. Such assumption and responsibility shall be made in writing by the organization to the University prior to the specific request for the list of five (5) arbitrators from the National Academy of Arbitrators.

The fees and expenses of the arbitrator are defined as follows:

A. The cost of a stenographer/reporter as requested by the arbitrator or the parties thereto and the associated transcription costs. If a party desires a transcript of the proceedings, the total cost for such transcription shall be paid by the party desiring the transcript. If the other party desires a copy, then the total cost for such transcription shall be shared equally by both parties.

B. The fees and expenses of the arbitrator used in the case.

C. The fees and other charges which may come from any association from which an arbitrator is obtained.

D. Other expenses related to the arbitration proceedings.

The arbitrator shall be requested to submit a total accounting for these fees and expenses, and he shall be requested to render his decision as quickly as possible, but in any event no later than thirty (30) calendar days after the conclusion of the hearing unless the parties agree otherwise.

Grievances within the meaning of this grievance procedure and of this arbitration clause shall consist of a grievance processed within the grievance procedure and disputes about the interpretation, application or alleged violation as defined as a grievance. The arbitrator shall have no power to add to or to subtract from or modify from any of the terms of this procedure nor shall he substitute his discretion for that of the University nor shall he exercise any responsibility or functions of the University. The decision must in all respects conform with the Civil Service Laws of Ohio, other Ohio laws, any other applicable laws. The arbitration process is available to both parties in proper cases, and the arbitrator's decision shall be acted upon as soon as possible.

Sixth Level: (For Classified Civil Service Employees)

If the employee is not satisfied with the Director of Personnel's decision, as discussed in the Third or Fourth Level he may appeal the decision to the Ohio State Personnel Board of Review in accordance with the law.

Resolution Approving Acquisition of Equipment  
from the Mahoning County Community College

The University has received letters from Mr. James Griffin and Chancellor Millett indicating that certain equipment acquired by the Mahoning Valley Community College with a new value of \$4,776.43 would be made available to Youngstown State University upon payment of accrued rental storage charges of up to \$1,250 through June 1971. Estimated value of the equipment which was used by the officers of the Mahoning Valley Community College several years ago is about \$2,000. The office equipment will be useful to the University. Therefore, the following resolution is proposed.

YR 1971-

"WHEREAS, Mr. James Griffin, Chairman of the Board of the Mahoning County Community College has indicated willingness to transfer to Youngstown State University certain office and other equipment with new value of \$4,776.43 upon payment by the University of storage charges not to exceed \$1,250.00, Authorization is hereby granted for the University to effect such transfer, and appreciation is extended to Mr. Griffin for the transfer.

General Resolution Regulating the Type of Aircraft  
Operators Youngstown State University is Permitted to Utilize

The occurrence of two catastrophies involving athletic teams during the 1970-71 season has given rise to numerous investigations by concerned groups into the general airlift policies of those using charter service and has stimulated many universities to review their air charter policies, especially those policies that pertain to chartering large aircraft over 12,500 pounds. It is not our intention to preclude the use of small aircraft for small groups by operators certificated under Part 135 of the Federal Aviation Regulations or approved flights in military aircraft. It is our desire to confirm our policy of chartering only those aircraft operators with the highest Federal Aviation Agency ratings.

YR 1971-

"WHEREAS, Youngstown State University engages from time to time in athletic competition and other University programs in cities located at great distances from Youngstown and, therefore, is required to provide air transportation for students and personnel of this University and,

"WHEREAS, it is in the best interest of the University faculty, students and staff members involved to contract with only the most reliable aircraft operators available,

"NOW, THEREFORE, BE IT RESOLVED, that Youngstown State University continue to utilize only those aircraft operators known as domestic (scheduled) air carriers and/or supplemental air carriers which are approved under the Federal Aviation Agency current governing regulations, for the transportation of large groups such as athletic teams, and other large groups are needed."

## Resolution Requiring Insurance by International Students

For several years the University has specified that international students doing graduate work at the University must enroll in the plan of group insurance that is available to students at Youngstown State University to cover hospital and surgical care. The continuing concern of the Committee on International Students became evident this year when they recommended that this requirement be extended to all international students, and expanded to include medical care when the student is not hospitalized. These students are far from home and should be protected by adequate medical care. The following resolution is therefore recommended.

YR 1971-

"Effective with the fall quarter of the 1971-72 academic year all international students attending Youngstown State University must enroll in a plan of group insurance made available through the University to cover medical care, hospital and surgical care, or provide evidence that equivalent insurance is carried by the individual, and provided further that such plan shall be made available on a voluntary basis to all other students attending the University."

1. Opinion of State Attorney General Concerning Rental of Property

This opinion has been forwarded to Trustees. It is clear that the University would be ill advised to rent the Strouss Music Center even though Mr. Strouss were to dispose of his interest therein. The University therefore is making other arrangements for property rental. Normally the Vice President for Financial Affairs will confer with the Chairman of the Building Committee before executing any lease arrangement, and the action will be reported to the next meeting of the Board. In certain cases where the matter is judged by them to require Board approval the lease arrangement will be brought to the Board before being signed.

2. Opinion of State Attorney General Concerning Extension of Term of Office for Trustees

Mr. Brown, State Attorney General, has advised me that when the term of a Trustee expires, that the individual involved shall continue as an active member of the Board until the University has been notified of the naming of his successor. Accordingly, we shall be privileged to have Mr. Luckhart with us at Commencement exercises and the Board meeting under this ruling.

3. Report on Poddar Case to Date

You will be sent the next set of documents relating to Dr. Poddar soon. The hearing chaired by the representative of the American Arbitration Association got nowhere, and the Attorneys have sought clarification from the Judge. So far this has not been forthcoming.

4. Report on Legislative Matters

House Bill 475 was subjected to testimony by the Chancellor and University Presidents before the Senate Finance Committee on June 7, 1971. The bill will provide for a 2400 FTE student increase and \$5 million in additional resources for YSU if these enrollments are realized, which seems very doubtful. The bill wipes out all subsidies for out-of-state students, but provides moderate increases in subsidy payments per Ohio FTE students at different levels. We received \$800,000 per year during the last biennium for out-of-state students. Pleas for restoration have been unfruitful. The bill is expected to provide 5 percent for faculty salary increases which is about as anticipated and which the other Universities expect to make. It is worth noting that faculty salaries at YSU have been increased by about 40 percent since the University became a state institution.

There are several significant features in H. B. 465. Included are 12 hour teaching loads for all full-time faculty, discontinuation of all sabbatical leaves beginning in 1972-73, and elimination of all fee waivers which would affect the faculty, employees and their families at YSU. It should be noted also that unencumbered funds for capital improvements must be reappropriated and that this matter is being handled by the Chancellor's office.

5. Report on the Carolyne Case

The State Supreme Court has ruled in favor of the University and its officers in the Carolyne suit, but says that Mr. Carolyne may sue Mr. Shutes, Editor. Mr. Shutes is covered in the University's insurance policy.

6. Report on ETV Consortium

A second meeting of the Northeastern Ohio ETV Consortium was held, at which time the Universities directed their secondary personnel to prepare the consortium agreement. A third meeting to review the agreement is scheduled for June 29, 1971. YSU has been insistant that the original concept be adhered to. It may be necessary to act before the next meeting of this Board. If so I should like to have the privilege of conferring with the Chairman of the Board and taking action with his approval without asking for a special meeting of the Board. I would of course report to the Board at the next meeting.

7. Report on Prospective Athletic Conference

Enclosed are proposals endorsed by the Athletic Council and the Director of Athletics to provide for membership in a new Athletic Conference. Enclosed also is an article from the Vindicator of June 13. Before our meeting I shall determine the attitudes of Mr. Rosselli and Mr. Beede. I had been informed that they favored the move, but the Vindicator article casts some doubts on this. The matter should be taken to the University Senate which will not meet again until October 1971. In the meantime we may follow Mr. Webster's suggestion without making a commitment. I am uncertain of my own attitude about the matter.

8. Chancellor's Approval of the Proposed BS in Engineering in Management Engineering

Chancellor Millett has given approval for this expansion, ruling that it was simply an expansion of existing programs, not a new degree.



# Great Lakes Conference

By LAWRENCE M. STOLLE  
(Vindicator Sports Editor)

Years ago a lilting tune, "Say It Isn't So," captivated the nation. I hope the melody drifts through to the inner sanctum in the fall when Youngstown State University's top echelon is to rule on the entrance



L. Stolle

of the Penguins into the proposed Great Lakes Conference. A vague rumor had it that some in the administrative end will look on approvingly of affiliation, as did the Athletic Council. An emphatic "No" could refute the earlier O.K. and save YSU athletics from being relegated to a sub-minor status.

From this corner, and after button-holing hundreds of people interested in sports and Youngstown State University, the consensus indicates that the loop would only be a convenience, to alleviate scheduling difficulties. It wouldn't do anything to enhance the athletic program, in fact undoubtedly prove very detrimental. What YSU athletics need is to grow, along with the mushrooming enrollment and mammoth building program, not to slip into mediocrity.

The withdrawal of Akron from the new circuit, and the Zips didn't tarry over voicing disapproval, killed any merit, if there could be any, gleaned geographically. Just to brief you, if perhaps the other teams escaped current attention, YSU was to join Western Illinois, Eastern Illinois, Northern Michigan, Eastern Michigan and Wayne State. Ashland, Ohio U. of Wisconsin at Milwaukee and Akron were originally mentioned. Akron supposedly contributed vital work in the early framework, but they have backed off with alacrity.

The 14-member Youngstown Athletic Council recently "approved" a resolution recommending the affiliation of the Penguins with the fledgling group — as a charter member. That was a preliminary step, perhaps to beat the June 25 deadline for tentative acceptance. That had been the mandate to all in the two-day organization meeting attended by Willard Webster, local athletic director. In an earlier decision the conference decided to launch competition in football in 1972, basketball in 1972-73.

## Recall Previous Foes

Even without the withdrawal of Akron — a natural rival — such a conference isn't feasible for Youngstown. In fact, from this corner, it never was attractive. Although "Dike" Beede's footballers met some great schools of major caliber, it was faulted as many were far away and had no common ground with Youngstown. But in the past the locals have met Kent State U., which never beat the Penguins in two efforts and gave up trying; thrillers with the late Eddie Finnegan's Baldwin-Wallace team (remember the 33-33 tie in the rain in 1942); Bowling Green State, Case-Western Reserve, John Carroll, Mount Union, Ohio University, Ohio Wesleyan, Toledo and Xavier, a 19-12 loss to Dayton in 1939, a 7-0 defeat in 1950 and a 30-12 win over Toledo (1942).

There's no denying Youngstown was often over-matched, numerically and physically. But the glory of upsetting touted St. Bonaventure 20-14 at Olean, N.Y., in the stadium dedication in 1946, beating the heralded Great Lakes 34-32, in 1954, among the cherished memories. A winless season last year didn't help but the 1971 card carries promises of better things.

## YSU Official Has Mixed Feelings

One YSU official, who wished to remain anonymous, said, "It is becoming more difficult, as an independent, to schedule football opposition. Coach Beede uses all contacts, so does Dom Rosselli. I have mixed feelings about the proposed conference. When Akron was in, we had a 'sister school' that helped formulate some of the policies."

## Liked Beede's Plan

Personally, I liked the Metropolitan City conference that Beede advanced several years ago. But that was a Utopian dream, with Cincinnati, Xavier, Dayton, Akron, Youngstown, and upcoming Cleveland State as the bulwarks. The Clevelanders have gone big time in basketball, will field a football team under the current programing. On paper, it was terrific, but had little chance to materialize.

YSU coaches, who had evidently not been consulted about the proposed conference, preferred to remain noncommittal. Whether their views will be aired before Dr. Albert Pusley and the top administrative group reaches a final decision, has not been determined. Someone should listen attentively before rigor mortis sets in suddenly.

## Should Seek University Level

Youngstown should strive for University level, a plan inaugurated at Akron and responsible for a negative vote of the Great Lakes circuit. This could entail eliminating freshman. Akron has already put that into effect. The University Division takes in all the big time schools. The proposed league would be College Division, small school status.

Youngstown is near 16,000 enrollment with some 12,000 full time. With the completion of the Olympic-size swimming pool, 7,000-seat physical educational building, which can be utilized for basketball, addition of various sports facilities, the YSU population will mushroom.

## Lack of Stadium Hurts

One of the drawbacks has been the lack of a stadium to adequately handle bigger football opposition financially, with a stronger squad coming up, under the increased enrollment offers could be more attractive.

In basketball, YSU has been collecting victories under the astute direction of Dom Rosselli. But some of the opposition has been cannon-fodder pushovers and nonentities. The big ones, such as LaSalle, Dayton, Bonaventure, Canisius, formerly on the schedule, don't want to risk losing to the small college Penguins in Rosselli's defense. He has tried to book better teams. They might take a chance for more lucrative guarantees. In fact, to rustle up 7,000 customers there had better be more formidable foes. Winning is one thing, a cakewalk another.

## Acron Wants Greater Stature

What is the withdrawal of Akron from the conference? The same thing that should motivate the final decision here.

"We decided some time ago, and went on record, as channeling out efforts of attaining university status," said Gordon Larson, who doubles as athletic director and football coach. That's why we installed the freshman rule. We want on a University level.

Larson is all for an Akron-Youngstown-Dayton-Xavier-Cincinnati and others loop. "We'd have something in common. One of the factors would be to facilitate scheduling and have foes with a common background. Another would curb travel expenses. We are asking for more outlay under the Great Lakes Conference," he said.

It is no secret that Akron would like to join the Mid-American Conference, which announced it is taking in two teams, but the Zips won't be one of them. The Zippers have the required representation in all 11 sports. The Zips have use of the mammoth Rubber Bowl, a facility which the homeless Penguins lack. There may be some action in this phase after Aug. 1. Then president Norman Auburn retires and Dr. Dominic Guzzetta takes over. He may be more persuasive with MAC. Word has it that Cincinnati, which abandoned the Missouri Valley Conference, may seek MAC status. Western Michigan is leading the fight to get Central Michigan in the circuit, a move that seems certain to materialize.

"I think we have something to offer the MAC and vice versa," said Larson.

## Acron Seeks \$200,000 Fund

Acron has a day enrollment of 13,000. But the Zips are troubled with the financial "shorts" for an enlarged program. They are raising \$200,000.

"Clarence Kelly, retired president of the Dixie Trucking Co., is leading the drive and I'm sure we'll attain the goal," said Larson. "It will aid in financing all sports, particularly in giving us additional coaches. We have part-timers in wrestling, swimming, tennis, golf and the like."

## Time to Take Inventory

Personally, I can't see how entering a Michigan-dominated conference would help. Youngstown needs to scrutinize its schedules. It is time to take inventory. There are some good spots in the eight-game program for this fall — Central Michigan, Central State, Tampa, Northern Michigan, Western Illinois, Dayton, Gustavus Adolphus, and Akron. Only Central and Northern Michigan would be in the conference.

When voting, let's hope the high echelon vetoes the work of the initial body.

Just tell 'em, "Say It Isn't So" — but emphatically!



# YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44503

June 8, 1971

REC-111  
JUN-8 1971  
P. 111

Dr. Albert L. Pugsley  
President  
Youngstown State University  
Youngstown, Ohio 44503

Dear President Pugsley:

The Athletic Council met Monday, June 7, 1971, and recommended Youngstown State University become affiliated with the proposed Great Lakes Athletic Conference.

There was equal discussion on inter-university protocol. Inasmuch as the Athletic Council is a "B" Committee, Doctor's Baldino and Altinger strongly urged the Council's recommendation be presented to the Senate for adoption as well as to the President and Board of Trustees for their approval. The minutes of the Council will show this to be part of the recommendation.

The Council's recommendation presents a problem in that June 25th, 1971 has been set by the proposed membership as the deadline for affiliation, and the University Senate is in recess until September 1971. I can appreciate the feelings of those council members who express concern of by-passing the authority of the Senate, and I would not want to cause a split in ranks by asking for executive action. I feel the Senate will give its approval when properly presented by Dr. Baldino, the Council Chairman for 1971-72.

I believe if we were to announce to the proposed membership the favorable action of the Athletic Council with an explanation of further action to be taken it will keep the door open for our affiliation with the Great Lakes Athletic Conference.

Sincerely,

Willard L. Webster  
Athletic Director

WLW/sjj

# Northern Michigan University

2022  
2071

DEPARTMENT OF INTERCOLLEGIATE ATHLETICS

TELEPHONE (906) 227-2105 — 227-2106

MARQUETTE, MICHIGAN — 49855

ROLLIE DOTSCHE  
Head Football-Athletic Director—227-2107

GIL CANALE  
Golf - Assistant Athletic Director

GLENN BROWN  
Head Basketball & Tennis

KEN KOENIG  
Wrestling

DON TROST  
Swimming

LOWELL MEIER  
Gymnastics

PAT ARSENAULT  
Track

RUSS LUTTINEN  
Skiing

Dr. Albert L. Pugsley  
President  
Youngstown State University  
Youngstown, Ohio

June 3, 1971

RECEIVED

JUN 11 1971

ATHLETIC  
OFFICE

Dear President Pugsley:

I am writing in reference to our proposed athletic conference which we hope will become a reality on the deadline date of June 25, 1971. This deadline date was established by the athletic directors and faculty representatives who attended the recent meeting in Ypsilanti on May 26-27, 1971. Perhaps your athletic director and/or faculty representative have already been in contact with you to go over the actions which transpired at that meeting.

In the event they did not, let me bring you up to date on our deliberations. A constitution and bylaws were discussed by those present at the meeting and it was decided that they would be formalized and ratified by the schools who respond favorably on June 25th. All of the problems that go into making up a conference were thoroughly discussed and agreed upon unanimously by those attending.

There was a very strong feeling that in order for athletics to continue and to prosper at our institutions, such a conference as has been proposed is extremely essential and important. There are, of course, many by-products of institutional interrelationships which will also be gained from conference affiliation.

In order that we might have a complete file and record of this important decision on June 25, I would appreciate it if you or your designated representative would send a formal letter stating either your willingness to be a part of our athletic conference or a rejection. I would hope that this would arrive in Marquette by June 25, so we then could tabulate our results and contact each of the schools presently concerned.

We are looking forward to the formation of the Great Lakes Athletic Conference and to a long and warm relationship between our institutions.

Cordially yours,

*Gildo Canale*  
Gildo A. Canale  
Director of Athletics

GC:gt

CC: Mr. Willard Webster  
Athletic Director

CONSTITUTION OF  
Great Lakes Conference

ARTICLE I

The name of this association shall be "Great Lakes Conference".

ARTICLE II  
MEMBERSHIP

Section 1. The members of this association are:

|   |                     |
|---|---------------------|
| Akron, University of<br>Akron, Ohio                 | Charter Member 1971 |
| Ashland College<br>Ashland, Ohio                    | Charter Member 1971 |
| Eastern Illinois University<br>Charleston, Illinois | Charter Member 1971 |
| Eastern Michigan University<br>Ypsilanti, Michigan  | Charter Member 1971 |
| Northern Michigan University<br>Marquette, Michigan | Charter Member 1971 |
| Wayne State University<br>Detroit, Michigan         | Charter Member 1971 |
| Western Illinois University<br>Macomb, Illinois     | Charter Member 1971 |
| Youngstown State University<br>Youngstown, Ohio     | Charter Member 1971 |

Section 2. Qualifications, conditions, and obligations of membership shall be prescribed by the Bylaws of the Conference.

ARTICLE 3  
PURPOSES AND FUNDAMENTAL POLICY

Section 1. Purposes. The purposes of this Conference are:

(a) To promote mutual trust and friendly intercollegiate athletic relationships among member institutions.

(b) To promote the development of intercollegiate athletic programs based upon sound academic standards, principles of amateurism, good sportsmanship, and as an integral part of the educational programs of member institutions.

(c) To stimulate programs developing leadership, physical fitness, and athletic excellence, through intercollegiate programs.

(d) To legislate through Bylaws and Sports Regulations any subjects of general concern to the membership.

(e) To preserve the athletic records of the Conference.

Section 2. Fundamental Policy.

It is the fundamental policy of this conference that all member institutions shall fully accept and abide by the philosophy and principles of the National Collegiate Athletic Association.

ARTICLE 4  
NATIONAL AFFILIATIONS

Section 1. National Collegiate Athletic Association.

(a) The (name of the conference) is an allied member of the National Collegiate Athletic Association.

Section 2. National Collegiate Athletic Association District.

(a) Member institutions shall participate as members of District \_\_\_\_\_ of the NCAA Geographical District Organization.

Section 3. National Collegiate Athletic Association Division.

(a) Member institutions have designated their athletic programs as College Division for the purpose of competition in those sports in which the NCAA sponsors a national championship conducted under the division plan.

Section 4. National Association of Collegiate Athletic Directors.

(a) The (name of conference) is an affiliate member of the National Association of Collegiate Athletic Directors.

ARTICLE 5  
ORGANIZATION

Section 1. Representation.

Each member institution shall be represented by a Faculty Athletic Representative and Director of Athletics.

Section 2. Official Business.

The official business of the conference shall be conducted by the Athletic Director and the Faculty Athletic Representative of member institutions at official meetings of the conference.

Section 3. Officers.

The officers of this Conference shall be a president, vice-president, and a secretary-treasurer.

- (a) The officers shall be elected at the fall meeting of the Conference.
- (b) The president, vice-president, and secretary-treasurer shall be elected for a term of one year.
- (c) Duties of officers shall be provided for by the Bylaws of the Conference.

Section 4. Committees.

The Bylaws shall provide for such committees as the conference deems necessary. The number of members on each committee and the tenure of each member shall be determined by this method also.

ARTICLE 6  
MEETINGS

Section 1. Official Meetings.

Two official meetings of the Conference shall be held each year. Fall and Spring dates to be determined by membership.

Section 2. Special Meetings.

Special meetings may be called by the president on the written request of five member institutions.

Section 3. Quorum.

Five member institutions shall constitute a quorum for the transaction of business of the Conference. (with ten voting members available).

Section 4. Representation.

Each member institution shall be entitled to two delegates. Each delegate shall be entitled to one vote. The delegates shall consist of the Faculty Athletic Representative and Athletic Director of member institutions.



ARTICLE 7  
BYLAWS AND SPORTS REGULATIONS

Section 1. Bylaws.

The Conference may at any official meeting adopt or amend any Bylaws consistent with the provisions of this Constitution by a simple majority vote of the members present and voting, except where a greater majority is required by the Bylaws. The Bylaws may provide rules and regulations for the administration of college athletics by members of the Conference, except as otherwise set forth in this Constitution.

Section 2. Sports Regulations.

The Conference may at any official meeting adopt or amend by a majority vote of those present and voting, rules and regulations governing the conduct of events, meets, tournaments, games, and other athletic contests sponsored by the Conference, and covering the rules of play and competition in the various sports.

ARTICLE 8  
AMENDMENTS

Section 1.

This Constitution may be amended at any official meeting by a majority vote of the delegates present and voting, provided:

(a) The proposed amendment shall have been submitted in writing to the secretary at least thirty days prior to an official meeting of the Conference.

(b) The secretary shall mail a copy of the proposed amendment to all members of the Conference at least two weeks prior to the official meeting.

Section 2.

A proposed amendment may be submitted at any official meeting of the Conference and be adopted forthwith providing it receives a unanimous vote of the delegates present and voting.

ARTICLE 1  
MEMBERSHIP

Section 1. Conditions and Obligations of Membership.

- (a) Membership is limited to four-year colleges and universities.
- (b) Each member institution must be accredited by its regional accrediting agency.
- (c) All members are required to maintain active membership in the National Collegiate Athletic Association.
- (d) Members agree to administer their athletic programs in accord with the Constitution, Bylaws, Sports Regulations, and other legislation of the Conference.
- (e) Members will be required to participate in all conference designated sports unless otherwise agreed upon by the members. If a member desires to withdraw from a specific sport, he must petition the membership and receive a 3/4 vote in favor of withdrawing.
- (f) Member institutions agree that their primary responsibility and loyalty is to this Conference, including priorities in scheduling athletic events, participation in Conference championships and events, and as representatives of this Conference to NCAA sponsored championships and extra events.

Section 2. Application for Membership.

- (a) An institution wishing to make application for membership in the Conference shall make application to the secretary by letter signed by the executive officer of the institution.
- (b) New member applications become eligible to participate immediately upon approval of the membership.

Section 3. Admission to Membership.

- (a) A favorable vote by all of the members shall elect an applicant to membership in the Conference.

ARTICLE 2  
OFFICERS

Section 1. Election of Officers.

(a) The president, vice-president, and secretary-treasurer shall be elected from the faculty representatives and athletic director at the fall meeting of the Conference for a term of one year.

(b) (Can be set up on a rotating basis.)

Section 2. Duties of Officers.

(a) President

1. The president shall preside at the meetings of the Conference.
2. He shall call special meetings of the Conference on the written request of five member institutions of the Conference.

(b) Vice-President

1. In the absence of the president, or in case he is incapacitated, the vice-president shall take his place and assume his duties.

(c) Secretary

1. He shall serve as treasurer and receive and hold all Conference funds, and upon proper authorization, pay all expenses of the Conference.
2. He shall present an annual financial report to the membership and provide an annual audit of Conference financial records.
3. He shall prepare and submit to the membership an annual budget for Conference operation.
4. He shall issue calls for biannual and special meetings of the Conference, prepare agendas for such meetings, prepare and distribute minutes of all meetings.
5. He shall receive all eligibility reports and prepare and distribute other reporting forms as required by the Conference.
6. He shall serve as interpreter of the Conference Constitution, Bylaws, and Sports Regulations.

ARTICLE 3  
COMMITTEES

Section 1. Standing Committees.

(a) The following are the standing committees established by the Conference:

1. Eligibility.
2. Finance.

(a) The eligibility committee shall consist of 3 voting members.

(b) The term of each member shall be three years, arranged so that one new member is appointed each year.

(c) Chairman of the eligibility committee shall be the secretary of the conference. (secretary will serve as chairman and will be one of 3 members).

(d) A member of the committee shall not serve when business of the committee involves his institution. Alternate or alternates shall be appointed by President.

Section 3. Duties of the Eligibility Committee.

(a) The committee shall rule on all eligibility cases where a Conference member disagrees with the determination submitted by the member institution.

(b) The committee shall rule on all protests of interpretations of the eligibility rules of the Conference.

1. Protests shall be filed with the Secretary and no protest shall be considered before the contest in question is held if filed less than five days prior to a contest involving the student-athlete in question.
2. No protest shall be considered unless submitted in writing citing rules and providing evidence substantiating the protest.
3. All rulings shall be made in writing by the chairman citing rules substantiating the decision. All rulings shall be distributed to member institutions and the secretary within two weeks of receipt of the protest.
4. All expenses incurred by the committee in the investigation of a protest shall be paid by the member institution against whom a decision is rendered. If the protest is not allowed, the member institution filing the protest shall pay the cost of the investigation.

Section 3. Duties of the Eligibility Committee (continued)

5. Decision of the committee shall be final. If new information or evidence is submitted, the committee may reconsider the case and confirm, amend, or revoke the original ruling.
6. The proceedings of annual meetings shall carry a report of the committee and an abstract of all committee rulings.

Section 4. Finance Committee.

(a) The members of the finance committee shall consist of 3 voting delegates who are not serving on the eligibility committee.

(b) The term of each member shall be three years, arranged so that one new member is appointed each year.

(c) The chairman shall be the representative of the school which is to serve its third term on the committee.

Section 5. Duties of the Finance Committee.

(a) The committee shall consult with and receive recommendations annually from the secretary regarding the budget appropriations for each year.

(b) The committee shall approve and recommend to the membership budget appropriations for Conference operation.

(c) The committee shall approve and recommend any special assessments needed for operation of the Conference.

(d) The committee shall perform the annual audit.

(e) The committee shall report at each official meeting of the Conference.

Section 6. Special Committees.

(a) The membership may establish special committees as needed to conduct the business of the Conference.

(b) The president shall appoint members of special committees, name the chairman, specify the term of appointment, and establish the reporting procedure for special committees.

ARTICLE 4  
Conduct of MeetingsSection 1. Official Meetings.

(a) Site and date of official meetings for the next year shall be determined at the fall meeting of the Conference.

(b) Site and date of special official meetings shall be determined by the president of the Conference.

(c) The secretary of the Conference shall request items for agendas of official meetings, prepare and distribute agendas for such meetings two weeks prior to the date of meetings.

(d) Minutes of Conference meetings shall be kept by the secretary.

(e) Minutes of official meetings shall be distributed to the executive officer, faculty representative, and athletic director of each member institution by the secretary.

(f) The order of business at each official meeting of the Conference shall be as follows:

1. Roll Call.
2. Approval of the minutes of the previous meeting
3. Report of the president.
4. Report of the secretary
5. Report of standing committees
6. Report of special committees.
7. Unfinished business.
8. Business from the regular agendas.
9. New business.
10. Committee appointments

(g) Only official delegates shall attend the official meetings of the Conference except by special invitation.

Section 2. Expense of Meetings.

(a) The travel expense of delegates of official meetings of the Conference shall be paid as prescribed in Article 5, Section 7, of the Bylaws.

(b) Each member institution shall pay the expense of its representatives to attend meetings of other Conference personnel.



ARTICLE 5  
Finances

Section 1. Annual Assessment.

(a) The expense of operation of the secretary's office and the approved activities of the Conference shall be pro-rated among the members of the Conference on an equal basis.

(b) The secretary shall submit to the Finance Committee by March 15 of each year a budget covering the cost of operation of his office and activities for the coming year. Copies of the proposed budget shall be sent to all other voting members.

(c) At the spring meeting the Finance Committee shall recommend to the membership the expense budget for operation of the Conference and activities for the coming year, and upon approval, this budget shall be the basis for the annual assessment to each member institution.

(d) The annual assessment from each member is due and payable prior to August 31st each year. The penalty for late payment of the annual assessment is one per cent per month, assessed for any portion of a month beyond August 31st.

Section 2. Special Assessments.

Special assessments may be levied by the membership to cover the expense of special projects or for any other purpose approved by a majority of the membership.

Section 3. General Fund.

(a) All income from assessments to the members or other Conference activities shall be placed in a general fund and be available to pay the expense of Conference operations.

(b) The secretary is authorized to pay the expense of the operation of the Conference as authorized by budget appropriations from the general fund.

(c) Any part of the general fund not needed for current operating expense of the Conference shall be placed in a savings account and interest income added to the general fund.

Section 4. Bonding.

Conference officials charged with the responsibility of handling funds shall be bonded with the expense of the bond to be paid for by the Conference and the amount of the bond subject to approval by the Finance Committee.

Section 5. Audit.

The financial records of the Conference shall be audited annually by the Finance Committee.

Section 6. Fiscal Year.

The fiscal year of the Conference shall be from July 1st to June 30 inclusive.

Section 7. Conference Meeting Expense.

(a) The expense of official representatives to the official meetings of the Conference shall be pooled and assessed equally against the members of the Conference. (Expense shall be based upon 14¢ per mile, one way, for each official representative.)

Section 8. Income and Expense of Conference Championship Meets and Tournaments.

Section 9. Apportionment of NCAA Football Television Income.

(a) Participation of a member institution in the NCAA Television Program resulting in income from this source, as provided in the NCAA Regulations shall be apportioned as follows:

1. Income from the television rights shall be divided into nine equal shares.
2. The participating team shall receive two shares.
3. The Conference general fund shall receive one share.
4. The other Conference members shall receive one share each.

(b) The participating team may receive expenses as provided by the NCAA Regulations and their share of the gate receipts from the game without sharing these funds with other Conference members.

ARTICLE 6  
Interconference Relationships

Section 1. Official Sports.

(a) Official sports recognized by the Conference shall be:

(b) Sports sponsored by member institutions not recognized by the Conference are not subject to the regulations of the Conference.

Section 2. Sports Regulations.

(a) Conduct of each official sport shall be governed by the Sports Regulations of the Conference.

Section 3. Schedules.

(a) Scheduling of contests between member institutions shall be given priority over scheduling of athletic contests with other institutions.

(b) Scheduling procedures for each sport shall be stipulated by the Sports Regulations.

Section 4. Contracts.

(a) All agreements for contests between members of the Conference shall be confirmed by written contracts signed by the Athletic Director of each institution.

(b) Contracts shall be initiated by the athletic director of the institution hosting the first contest covered by the agreement.

(c) Contractual agreements shall be changed only by mutual agreement of the athletic directors of the competing institutions.

(d) Contractual agreements shall be cancelled only because of conditions or circumstances beyond the control of either party and only by mutual agreement of the athletic directors of the competing institutions.

1. If a contest is cancelled as per the above conditions, the actual expenses of the visiting team incurred in a bona fide attempt to fulfill the contract shall be paid by the home institution. (Such expense shall not exceed the game guarantee.)

Section 5. Delay or Termination of Conference Events.

(a) The following are recognized as legitimate causes for delay or termination of a Conference contest:

Section 5. Delay or Termination of Conference Events (continued)

1. Obstructions of the playing facility of any type that cannot be removed.

2. Failure of electrical power or other services necessary for the continuance of a contest.

3. Weather conditions making it impossible to continue play.

4. Conduct of any persons is such that the safety of persons in attendance is in jeopardy.

(b) The referee or chief official shall determine when a contest is to be delayed, terminated, or resumed, if the cause is one of those presented in Section 5-a-1, 5-a-2, or 5-a-3.

(c) The athletic director, or his appointed representative, shall determine when a contest is to be delayed, terminated, or resumed, if the cause is as presented in Section 5-a-4.

(d) A contest delayed by conditions presented in Section 5 shall be played on the date scheduled regardless of the length of the delay unless it cannot be resumed before 12:00 midnight.

(e) If a contest cannot be resumed prior to 12:00 midnight of the date scheduled, the game shall be terminated and not count as a win, loss, or tie, for either team.

(f) Contractual financial agreements shall be fulfilled if a contest is terminated as per Article 6, Section 5.

(g) A complete report in writing covering the circumstances involved in the delay or termination of any scheduled contest shall be filed with the (commissioner) of the Conference immediately following the event by the athletic director of the host institution.

Section 6. Responsibility of the Home Management.

(a) It is the responsibility of the home management to provide conditions and facilities conducive to the proper administration of Conference contests and consistent with the highest standards of Sportsmanship.

Section 7. Medical Services.

(a) For the sport of football, the host institution shall have a physician present at all Conference games.

Section 7. Medial Services (continued)

(b) For other conference sports, the host institution shall have a physician nearby and available when needed for treatment of injured participants.

(c) The host institution shall pay the cost of having a physician in attendance at football games, or the cost of medical attention and emergency treatment at the site of any Conference event.

Section 8. Trainer & Training Room Services.

(a) The service of the athletic trainer of the host institution shall be made available to participants in all sports except football.

(b) For the sport of football, each institution shall provide their own athletic trainer services.

(c) Training room facilities of host institutions shall be made available to the visiting team for all contests.

Section 9. Pre-game or Contest Information

(a) It is the responsibility of the athletic director of the host institution to provide information to the athletic director of the visiting team regarding access to the facilities, dressing room accommodations, starting time, official assigned, and any special arrangements such as a pre-game or contest ceremonies or other information important to the planning of the visiting team. This information shall be made available one week prior to the event.

Section 10. Courtesies to Visiting Groups from Member Institutions.

(a) All requests for special consideration for groups from member institutions shall be made by the athletic director of the visiting team to the athletic director of the host institutions.

1. It is recommended that special consideration and courtesies be extended to delegations of students, bands, cheerleaders, mascots, or administrative personnel from visiting institutions, and that these courtesies be reciprocal.

2. It is recommended that special consideration be given to students from visiting institutions in regard to seating and admission prices.

(b) In the interest of development of good relationships between groups and organizations of member institutions it is recommended that all requests for special consideration be submitted well in advance of the date of the event and carefully coordinated by the athletic directors of member institutions.

Section 11. Conference Publicity and Statistical Service.

Section 12. Exchange of Complimentary Tickets.

(a) The Sports Regulations for each sport shall state Conference policy in regard to the exchange of complimentary tickets.

(b) The handling of complimentary tickets shall be left to each institution for sports where no Conference policy is established.

ARTICLE 7  
Financial Aid

Section 1. Statement of Principle.

(a) This Conference believes in the principle of amateurism, that is, that an amateur sportsman is one who engages in athletics for the physical, mental, social, and educational benefits he derives therefrom, and to whom the sport is an avocation.

(b) Any collegiate athlete who takes or accepts the promise of pay in any form for participation in athletics does not meet this definition, and shall not be eligible for intercollegiate competition.

(c) This Conference recognizes that there is a legitimate need for institutional grants-in-aid programs to include students of athletic ability, as well as students possessing other abilities, so long as scholastic ability is one of the basic principles of selection.

Section 2. Academic Requirements for Financial Aids.

(a) Member institutions shall limit subsequent awards only to student-athletes who meet the institution's official regulations governing normal progress toward a degree for all students and the regulations of this Conference.



Section 3. Administration of Financial Aid to Student-Athletes.

- (a) All financial aid to student athletes shall be administered in accordance with regulations established by the NCAA.
- (b) Financial aid granted to student athletes by member institutions must be administered through regular grant-in-aid or scholarship committees of each member institution.
- (c) Financial Aid may be awarded to a student athlete for any term or session, excluding summer sessions, during which he is in attendance. He must have been admitted to the institution as a regular enrolled student.
- (d) Gradation or cancellation of aid award to a student athlete will be in accordance with the NCAA regulations.

Section 4. Maximum Assistance permitted student-athletes

(a) When financial aid is awarded to a student-athlete, such aid combined with other aid the student-athlete may receive from employment, other scholarships and grants-in-aid, and like sources, it shall not exceed the costs of tuition, board and room, general fees, and book expense, as published in the catalogue of the member institution.

(b) Special fees, supplies, and \$15 a month spending allowance are not permitted in this conference.

Section 5. Numerical Limitations of Grants-in-aid for Football and basketball.

(a) For the sport of football, no more than seventy grants as defined in Article 7, Section 4, may be utilized.

1. Seventy grants is to be defined as meaning seventy full tuitions, seventy board grants, seventy room grants, seventy general fees, and seventy book expense.

(b) For the sport of basketball, no more than twenty grants as defined in Article 7, Section 4, may be utilized.

1. Twenty grants is to be defined as meaning twenty full tuitions, twenty board grants, twenty room grants, twenty general fees, and twenty book expense.

(c) Partial grant-in-aid may be awarded and broken down as described in 5-A1 and 5-B1. In no case may the total provide more than 70 full grants for football and 20 full grants for basketball.

(d) Assistance received in the form of work, non-athletic scholarships or grants-in-aid, or other form of assistance must be counted toward the aid limitation for each sport.

(e) Student-athletes participating in another sport and football or basketball, must be counted toward the total allocation allowable for football or basketball.

(f) Student-athletes participating in both football and basketball may be counted as partial grants in both sports, or as a combined grant in one sport.

Section 6. Financial Aid Limitations for other sports.

Section 7. Financial Aid Reports.

(a) Each student-athlete receiving financial assistance from a member institution shall be required to sign an appropriate form stating that he is not receiving nor will he accept additional aid beyond that permitted in this Conference during the term of the award. Failure to adhere to this stipulation will cause automatic cancellation of the assistance agreement. It is the responsibility of each member institution to see that such an agreement is signed and the conditions fulfilled.

(b) Each member institution shall file with the secretaries office a "Periodic Athletic Aid Report" detailing all financial assistance provided to student-athletes. Football and basketball reports are to be filed twice a year and all other sports are to be filed once a year.

1. Financial Aid Reports are due December 15 and not later than March 15. Reports for all other sports are due not later than May 15.
2. Eight copies of the Periodic Athletic Report are to be furnished to the secretary's office. The secretary is to distribute one copy to each member institution and retain one for his file.

(c) Each member institution agrees:

1. To give complete details regarding how aid shall be distributed at his institution. This information will be on record in the secretary's office. Detailed explanation of assistance such as job programs and non-athletic aid should be fully explained.

Section 8. NCAA Rules and regulations Regarding Financial Aid.

Members of this Conference are subject to all rules and regulations of the NCAA as they pertain to financial aid to student-athletes and to the interpretations issued by the NCAA in regard to such rules except when Conference rules are more restrictive.

ARTICLE 8  
RECRUITING

Section 1. Rules Governing Recruiting.

(a) Member institutions shall abide by all sections and interpretations of Article VI of the Bylaws of the National Collegiate Athletic Association governing the recruitment of student-athletes.

Section 2. Letter of Intent & Tender of Financial Assistance (hereafter referred to as Letter of Intent.

(a) A prospective student-athlete and his parent may sign the Conference letter of intent declaring his intention to enroll at a member institution and certifying that they have not signed a letter of intent with another member institution. This decision shall be honored by all other member institutions.

(b) The letter of intent shall be completed in quadruplicate, one copy to be retained by the prospective student-athlete, one copy to be forwarded immediately to the secretary of the Conference, and two copies to be retained by the member institution.

(c) A letter of intent is not valid unless it is signed by both the student and his parent or guardian, or by the student only if he is 21 years old or older.

1. The effective date of the letter of intent is the date when both signatures are affixed.
2. If a letter of intent is signed by the student and his parent or guardian at different times, the effective date is the date of the last signing.
3. A student 21 years or older must have his signature witnessed by another adult if a parent or guardian's signature is not available.

(d) A letter of intent is not valid unless all information requested on the form approved by the Conference is complete.

1. If a letter of intent is returned to a member institution for completion by the Conference secretary, the effective date is the date the completed form is received by the Conference Secretary.

(e) A letter of intent for the sport of football shall not be signed prior to midnight, March 15.

(f) A letter of intent for all other sports shall not be signed prior to midnight, March 15.

Section 2. Letter of Intent & Tender of Financial Assistance (hereafter referred to as Letter of Intent (continued).)

(g) It shall be the responsibility of the institution to promptly forward the copy of the letter of intent to the secretary of the Conference.

(h) The commissioner shall compile a list of all student-athletes signing letters of intent and periodically distribute this information to the athletic directors of member institutions.

(i) A prospective student-athlete who signs a letter of intent with one member institution and then enrolls at another member institution:

1. Shall be ineligible for one academic year from the date of enrollment at the second institution.
2. Shall not receive athletic financial aid during the period of ineligibility.
3. Shall forfeit his intercollegiate athletic eligibility if he accepts any form of financial assistance in violation of this restriction.
4. Shall be released from all restrictions if found to be not admissible.

(j) A prospective student-athlete may be released from a signed letter of intent by written permission of the faculty representative and the athletic director of the member institution with whom the letter of intent was signed.

(k) A prospective student-athlete who signs a letter of intent with a member institution and then enrolls at a non-member institution is released from all obligations to the first member institution.

(l) A prospective student-athlete who signs a letter of intent with a member institution and then does not enroll at any other institution is released from all other obligations to the member institution.

(m) If a prospective student-athlete fails to meet the entrance requirements or the academic requirements for financial aid of the institution (if he was an applicant for financial aid) with which he signed the letter of intent, he shall be so notified immediately by the member institution that the agreement is null and void.

1. The member institution shall notify the secretary of the Conference of the student-athlete's failure to meet these requirements and the date of which notification was sent to the student-athlete.
2. The secretary shall notify all member institutions that the agreement signed by the student-athlete is no longer in effect.

ARTICLE 9  
ELIGIBILITY

Section 1. Admission.

(a) A student-athlete must have been admitted in accordance with the regular published entrance requirements of the member institution by the regular admission procedures of the institution.

Section 2. Academic Requirements for Eligibility.

(a) The student-athlete must have predicted a minimum grade point average of at least 1.600 (based on a maximum of 4.000), as determined by Conference 1.6 table to be eligible for participation in athletics or organized practice sessions during the first year of residence.

(b) Subsequent eligibility is limited to the regulations of member institutions regarding progress toward a degree, other applicable institutional rules, and the regulations of this Conference. The eligibility rules of the Conference include the restrictions and interpretations of NCAA Bylaw 4-6 (b)

(c) A student-athlete, at the time of participation, must be enrolled in at least a minimum full-time program of studies as defined by his institution which shall not be less than 12 semester or quarter hours of work acceptable toward a degree, including military and/or physical education courses.

(d) A student-athlete must have earned at least 12 semester or quarter hours of credit in the previous semester or quarter in which he was enrolled at the member institution. In addition, the academic regulations in effect for athletic eligibility at each member institution shall become the minimum standards for this requirement if greater than 12 semester or quarter hours.

(e) Work to make up academic deficiencies may be taken at any four-year college or university that is a member of a national accrediting agency and providing such work is acceptable at the member institution.

(f) Correspondence courses, USAF or U.S. Army credit courses shall not count toward Conference eligibility requirements.

(g) A student-athlete must not have received or satisfied the requirements for a baccalureate or equivalent degree, except that a student-athlete who is eligible during the term in which he completes his work for the degree remains eligible for any NCAA event that begins within 30 days after he completes the requirements for the degree.

Section 3. Residence Requirements.

(a) An entering freshman student, who has not attended a collegiate institution previously, is immediately eligible for competition in all of the sports programs of the Conference.

Section 3. Residence Requirements. (continued)

(b) A student-athlete transferring from another senior college to a member institution becomes eligible after completing one full year or two semesters or three quarters and one calendar year must have elapsed from his first registration at the member institution.

1. A student shall be considered a transfer from a collegiate institution when its registrar or admissions office certifies that the student was officially registered and enrolled at said institution on the opening day of classes in any quarter or semester, or the student attended a class or classes in any quarter or semester, or the athletic director certifies that the student reported on call for regular uniformed squad practice prior to the beginning of any quarter or semester.
2. A student shall not be considered a transfer: after enrollment in the summer school, night school, branch school without an intercollegiate athletic program, or extension course; or provided he is a participant in a cooperative educational exchange program; or upon his return to the member institution for the purpose of taking academic courses not available at the member institution and provided he is in good academic standing at the time he leaves the member institution.

(c) A graduate of a junior college is immediately eligible for competition in the conference.

(d) A student-athlete who did not predict a minimum grade point average of 1.600 or better on the Conference 1.6 table at the time of his graduation from high school must have completed one full year of two full semesters or three full quarters and one calendar year must have elapsed from his first registration at the certifying institution after transfer from another collegiate institution.

(e) A student-athlete must complete his seasons of participation within 10 semesters or 15 quarters of residence from the beginning of the semester or quarter in which he first registered at a collegiate institution.

Section 4. Participation Limitations.

(a) A student-athlete may participate in no more than four seasons of intercollegiate athletic competition in any one sport.

(b) Participation by a student on a freshmen, junior varsity, or varsity team must be charged as a season of competition.

Section 4. Participation Limitations. (continued)

(c) Participation for single minute or a single play in an intercollegiate athletic contest shall count as a year of competition except that a student-athlete who enters in the second quarter or second semester shall be charged with only one-half year of competition.

(d) A student-athlete's eligibility beginning or ending at the end of the first semester or second or third quarter, shall begin or end the first day of classes the second semester, or second or third quarters.

Section 5. Manifest Hardship Cases.

(a) A student-athlete who is prevented from participation in more than one scheduled athletic contest in any sport of the Conference by illness or injury may be granted a hardship waiver for the season and granted an additional season of participation in that sport provided the following conditions are present:

1. His only participation was in one contest, meet, or match in the first quarter of the institution's scheduled contest for the particular sport's season.
2. An application for waiver is made by the athletic director not later than 30 days after the date on which the injury or illness occurred.
3. The application for waiver shall include:
  - a. Certification by the athletic director, based upon game, meet, or match records that the participation to be waived meets all the requirements of Section 5.
  - b. Certification by the institution's designated physician to the effect that the injury or illness prevents further practice or play for the remainder of the season and the following:
    1. Date of the injury or illness.
    2. Diagnosis of the injury or illness.
    3. The treatment prescribed.
    4. The medical reason as to why the individual cannot participate.
  - c. Certification by the faculty representative that the student-athlete is eligible for additional competition under all other Conference rules and that this request for special consideration has been thoroughly investigated and that it meets all criteria for such cases and is within the spirit and intent of this rule.



Section 5. Manifest Hardship Cases (continued).

(b) The eligibility committee shall act upon all such cases submitted and immediately report such action to the faculty representatives and athletic directors of member institutions.

YOUNGSTOWN STATE UNIVERSITY

570 FIFTH AVENUE

(City Lots Nos. 990, 991, 992)

LOCATION: Corner Fifth Avenue & Grant Street

TOTAL AREA: 175' x 150' = 26,250 square feet

BUILDING: 65' x 130' Area: 8,450 square feet

TYPE STRUCTURE: Store (block walls)

LEASE: Three (3) years or \$1,000 monthly

COST: \$1.18 per square foot (building)

PARKING: (Black top) 75 cars (approximate)

MINUTES OF MEETING

of

BOARD OF TRUSTEESYOUNGSTOWN STATE UNIVERSITY

Kilcawley Center, 1:30 p.m. Saturday, June 19, 1971

Pursuant to action previously taken and the foregoing Notice, which was mailed by the Secretary to all Trustees on June 3, 1971, the twenty-first meeting of the Board of Trustees of Youngstown State University convened at 1:30 p.m. on Saturday, June 19, 1971, at Kilcawley Center, following the commencement services which were held that morning at Stambaugh Auditorium and the luncheon at noon at Kilcawley Center. A copy of the Notice for such meeting and of the President's letter of June 8, 1971 to all Trustees and of the agenda to be submitted at the meeting, as prepared by the President's office and furnished to all Trustees on or about June 15, 1971, is attached to these minutes.

All Trustees were present, to wit: Dr. Bertie B. Burrowes, Chairman, William J. Brown, Carl L. Dennison, Elton W. Luckhart, Dr. John N. McCann, John M. Newman, Clarence J. Strouss, Robert E. Williams and Raymond J. Wean, Jr.

Other persons present included Dr. Albert L. Pugsley, President, Dr. Earl E. Edgar, Vice President for Academic Affairs, John J. Coffelt, Vice President for Administrative Affairs, Joseph S. Rook, Vice President for Financial Affairs, Philip A. Snyder, Director of University Relations, Guy Solomon of the University Relations Department, Hugh W. Manchester, Secretary of the Board of Trustees, and Marian Webster, Secretary to the President. Also present were Jane Lamb, representing the Youngstown Vindicator, and Cathy Carey, Editor, and Harry Strabala and Paul Lentgeorge, Staff Members of the Jambar.

ITEM I - Proof of Notice of Meeting

Evidence was presented that due notice of the meeting had been mailed by the Secretary on June 3, 1971 to each Trustee, and that copies of the agenda and supplemental data had been furnished to each Trustee on or about June 15, 1971.

ITEM II - Minutes of the Meeting of April 20, 1971

A copy of the minutes of the meeting of Trustees held on April 20, 1971 had been furnished to each Trustee. There being no

additions or corrections to be made to such minutes, the same were approved upon motion by Mr. Newman, seconded by Mr. Williams and unanimously carried, and such minutes were signed by the Chairman and attested by the Secretary.

ITEM III - Confirmation of Approval to Confer the Honorary Degree, Doctor of Engineering, on J. Phillip Richley, Director of Highways, State of Ohio

J. Phillip Richley, Director of Highways of the State of Ohio had delivered the commencement address the morning of the meeting and had received the Honorary Degree, Doctor of Engineering at such commencement.

Mr. Luckhart moved for adoption the following resolution:

"With great appreciation for service and outstanding leadership to the community of Youngstown and the State of Ohio, the Board of Trustees hereby records its previously polled approval of the recommendation of the Faculty and the President that the Honorary Degree, Doctor of Engineering, be conferred upon the distinguished engineering graduate of the William Rayen School of Engineering, Mr. J. Phillip Richley, Director of Highways, State of Ohio, at the Spring Commencement of the forty-ninth year, Youngstown State University." YR 1971-30

The motion was seconded by Mr. Brown and was carried by the affirmative vote of all Trustees present.

ITEM IV - Budget Corrections and Modifications

Dr. Pugsley commented briefly concerning the need for frequent modifications in the budget and had reported on such subject at Item (d)2 of the agenda.

Mr. Wean moved for adoption the following resolution:

"BE IT RESOLVED, that the following modifications be made in the Annual Budget for the year 1971-72, and that other changes considered advisable by the President be effected as needed. YR 1971-31

1. Page 5, line 2 (also, p. 15, line 11) Associate Professor David Ives. Professor Ives' salary in 1970-71 was \$12,400 not \$12,000, and it was our intention to continue at the same figure.

Total salary for nine months service should be \$12,400: (\$2,480 Art Department, \$9,920 English Department).

2. Page 16, line 27 (also p. 73, line 19) Sister D. Hwopek, Assistant Professor of English; total salary \$12,500 for 9 months service: (\$7,500 English Department, \$5,000 Secondary Education Department). It was necessary to pay \$1,500 more than budgeted for this position to obtain a specialist in English Education. The difference was made up from other vacancies.
3. Page 19, line 12 Assistant Professor Virginia Laughlin. Change to Leave Without Pay for 1971-72 academic year, to recuperate from operation and to complete doctoral dissertation at the University of Arizona.
4. Page 25, line 12, Cynthia Loehr, Assistant Professor, Health and Physical Education, Assistant Aquatic Director, total salary \$9,500. A reduction of \$1,200 from budget figure in filling the new position.
5. Page 26, add line 21 for the vacant Johnson position omitted in error. William Katerberg, instructor, Health & Physical Education, has been employed at a salary of \$7,500 for 9 months service.
6. Page 28, line 12, George Beelen, Assistant Professor of History, now to have a salary increase from \$11,300 for 9 months service to \$11,800 to recognize completion of all Ph. D. requirements at Kent State University.
7. Page 39, line 6, James E. Dale, has been appointed to fill this vacancy as Assistant Professor of History at a salary of \$12,500 for 9 months service.
8. Page 44, line 8, Syretha Cooper, has been appointed to fill this vacancy as Assistant Professor of Sociology and Anthropology, at a salary of \$12,500 for 9 months service.
9. Page 64, line 2 (also, page 66, line 2), Clyde Vanaman, Professor of Education, has been appointed to this vacant position of Assistant Dean of Education, effective September 1, 1971, at total salary

of \$19,600 for 12 months service (\$17,640 as Assistant Dean; \$1,960 in Elementary Education). His salary for 9 months was \$15,350 in this budget in the Department of Elementary Education.

10. Page 64, line 4, Wilbert Hammack, Director of Student Teachers, now to have a salary increase from \$15,150 for 12 months service to \$15,650 to recognize completion of all Ed. D. requirements at the University of Akron.
11. Page 66, line 2, this position has been vacated by Dr. Vanaman except for .1 time at \$1,960.
12. Page 66, line 3a, this new position becomes full time in Elementary Education at a salary of \$13,750 which takes up the difference in salary between Dr. Vanaman's old position and the .1 time he retains in Elementary Education.
13. Page 68, line 1 (also page 72, line 1), William Shipman, Professor of Education; change total salary from \$18,200 for 12 months service as Chairman, to \$15,000 for nine months service (\$3,000 Education Foundations, \$12,000 Secondary Education).
14. Page 68, line 9, Booker T. Gardner, Assistant Professor, Education Foundations Department, has been appointed at a salary of \$12,500 for nine months service. He is a black man and is expected to have the Ph. D. upon arrival.
15. Page 72, line 5, Louis Hill, Associate Professor of Education; change from \$15,750 for 9 months service, to \$19,250 for 12 months service as Chairman of Secondary Education Department.
16. Page 75, line 1, Dr. Dean Hoops, was appointed as Associate Professor and Chairman of the Department of Special Education at a total salary of \$17,300 for 12 months service.
17. Page 83, line 5, Russell Hibbeler, Assistant Professor, Civil Engineering; has been granted leave without pay for 1971-72, to accept one year of employment with the Department of Highways, Bureau of Transportation, Washington, D. C.

18. Page 97, line 20, Fred Rosenberg, Assistant Professor, Music. The sabbatical leave for the fall quarter should have been shown at full pay rather than half pay, and the total salary becomes \$10,400 for 9 months.
19. Page 107, line 2, change from Assistant Professor, \$14,500 for 12 months to Instructor, at \$11,800 for 12 months service with appointment of Richard Huntley, black man, and eliminate Ph. D. requirement.
20. Page 109, line 9, appointment of Bari Lateef, Assistant Professor, Criminal Justice, total salary of \$11,300 for 9 months service. Dr. Lateef was previously a member of the Department of Chemistry.
21. Page 115, line 10, appointment of Sister Barbara Erickson, Instructor, Nursing, at a salary of \$9,000 for 9 months service.
22. Page 132, line 5, replace William Budge with Catherine Look, Order Librarian, at a salary of \$7,000 for 12 months service.
23. Page 186, add \$900 for student help.

The motion was seconded by Dr. McCann and was carried by the unanimous vote of all Trustees present.

ITEM V - Appreciation to Youngstown City Council and Mayor Hunter

Dr. Pugsley commented upon the importance of the recent ordinance adopted by the Youngstown City Council with reference to the closing of Elm Street, and suggested that an appropriate resolution expressing the appreciation of the Board be adopted.

Upon motion made by Mr. Strouss, seconded by Mr. Williams and carried by the unanimous vote of all Trustees present, the following resolution was duly adopted:

"BE IT RESOLVED, that the Board of Trustees of YR 1971-32 Youngstown State University express its deep appreciation to the members of the City Council of the City of Youngstown and to the Mayor of this City for their decision on Elm Street which will permit the University to fulfill its role of service to the people of the area. We commend this action as exhibiting the highest

degree of integrity in keeping commitments made to the University and in promoting the general welfare of the community."

ITEM VI - Resolution Creating a Youngstown State University Faculty Appeals Committee

The President reported that after lengthy consideration and debate the University Senate, on June 4, 1971, had taken action to recommend the establishment of a Faculty Appeals Committee, as shown in Exhibit A attached to the agenda for the meeting and attached to the minutes of this meeting.

After some discussion and upon motion by Mr. Brown, seconded by Mr. Newman and carried by the unanimous vote of all Trustees present, the following resolution was declared duly adopted:

"BE IT RESOLVED, that the recommendation of the University Senate made on June 4, 1971, to create a University Faculty Appeals Committee to hear grievances of the faculty is hereby approved, and furthermore that upon activation this committee shall hereafter replace the Executive Committee of the Senate in hearing all cases of appeals not pending at the time of this meeting. YR 1971-33

The following sentence in the Regulations of the Board of Trustees under Section 18. Termination of Appointment, shall have substituted therein the 'University Faculty Appeals Committee' for the 'Senate Executive Committee' to read as follows:

'If an appointment of a tenured faculty member is terminated by the Board for cause, such faculty member may request a hearing on the reason for his dismissal before the Board or before the University Faculty Appeals Committee, or both.'

The text as approved is incorporated herewith.

1. The committee in question shall be known as the Youngstown State University Faculty Appeals Committee.
2. The purpose of this committee is to function as an agency for the hearing of faculty grievances received from full and limited service faculty



members, including those faculty serving as full or part-time administrators, and to explore the possibilities of redress and/or to assist in arriving at satisfactory resolutions. Any findings of the committee will be

(a) with regard to the application and interpretation of existing University policy where such policy is stated, or

(b) with regard to matters not covered by University policy.

The findings and recommendations of the committee shall be reported to the petitioner, the members of the committee, the appropriate Vice President, the President, and any other appropriate Administrative Officer.

3. The committee shall have the responsibility to make to appropriate officers or committees recommendations for improvement of the operation of the University.
4. The committee shall consist of a Chairman, with the privilege of voting, elected at large for a term of one year; and three other members, elected at large and serving for terms of three years, provided that on the first election the three members shall be elected from a single slate for the terms of 3, 2, or 1 years respectively on the basis of highest number of votes. The Senate Executive Committee shall appoint annually the nominating committee from the full-service faculty members. At least two candidates shall be nominated for each position, and additional candidates shall be included if a petition for their candidacy is signed by a minimum of ten (10) full-service faculty members. No person shall be a candidate for more than one position.
5. The Chairman and the three other members shall be tenured members of their faculties, excluding department chairmen and other administrative officers. The electors shall be non-tenured, as well as tenured full-service faculty members, including department chairmen, but excluding deans and other administrative officers.

Any member of the committee, knowing that he will not be available for duty during any extended period, shall be authorized to appoint a substitute member during his period of unavailability; such substitute shall have the same qualifications for membership as the elected member, and shall have the same power.

6. The Chairman shall be empowered, whenever he feels it appropriate, to appoint from among the faculty at large ad hoc committees for more thorough investigations and recommendations, except in cases relating to loss of tenure. Any such subcommittee can report only to the parent committee.
7. The Chairman shall convene the Committee within one week of receipt of any written petition. A quorum of the Faculty Appeals Committee shall consist of three members. The Chairman, however, at the request of the Petitioner, is empowered to seek a conciliation without recourse to the Committee.
8. The Constitutional right of any person appearing before the Committee to be represented by counsel shall not be infringed.
9. The Committee shall keep minutes of its meeting for its own use.
10. It is expected that the other duties of the person who is Chairman shall not be such that it will prevent his effective attention to the responsibilities of the Faculty Appeals Committee.

ITEM VII - Resolution Creating a Grievance Procedure for  
Committee C-8, Non-Academic Personnel

The President recommended that a grievance procedure be adopted for Committee C-8 with reference to grievances involving non-academic personnel of the University.

Upon motion made by Mr. Luckhart, seconded by Mr. Dennison and carried by the unanimous vote of all Trustees present, the following resolution was duly adopted:

"WHEREAS the Senate Standing Committee C-8 YR 1971-34 states that it has "University-wide responsibility to hear and answer appeals of individuals working for the University in both the classified and non-classified categories; and

WHEREAS there is a need for a procedure for University employees to follow when they desire to air a grievance.

NOW, THEREFORE, BE IT RESOLVED that in the interest of good employee-employer relations, the following Grievance Procedure be and it is hereby adopted:

A. PURPOSE

The purpose of this procedure is to secure equitable solutions as quickly as possible to grievances which may from time to time arise relative to the working conditions of Youngstown State University employees.

The employee has the irrevocable right to present his grievance in private. However, if he chooses, the employee may request the presence of a fellow employee when presenting his grievance. Under no circumstances shall he be represented by anyone without his presence.

Adherence to high standards and efficient operations in conjunction with State of Ohio regulations is the University's objective in considering grievances and effective, consistent and fair disciplinary control. It is the policy of Youngstown State University to attempt to settle all grievances promptly and fairly and to assure peaceful solutions of disputes at the point of origin where grievances arise.

This Youngstown State University Grievance Procedure does not in any way jeopardize an employee's appeal procedure rights under the State Personnel Board of Review appeal procedure.

B. TIME LIMITS

It is important that grievances be processed as quickly as possible at each administrative level. The number of days indicated herein at each level should be considered as maximum. Every effort will be made to expedite the process and to render a decision to the employee as quickly as possible. The time limits specified may, however, be extended by mutual agreement between the University and the employee. A grievance will be acted upon provided the employee submits it in writing within five (5) working days of the occurrence or discovery of the

grievance. If the employee does not take his grievance to the next level within the time limit specified, the grievance shall be automatically considered as resolved on the basis of management's last answer. "Working days" as used in this paragraph means days exclusive of holidays and those days the employee may be on authorized vacation, authorized sick leave or authorized absence. If management fails to act on a grievance within the prescribed time limit, it is to be considered as being denied on the basis of the previous answer.

### C. DEFINITIONS

Supervisor - means the person who directs the work of an employee or his designated representative.

Department - means one of the major employing parts of the University.

Department Head - means the Chief Administrative Head or Director of a major department or his designated representative.

Personnel Director - means the Director of Personnel for Youngstown State University or his designated representative.

Grievance - a grievance shall consist of an alleged violation of the Civil Service Code, University Policy or established practice. The written grievance shall designate the alleged violation, the time and date, and suggest a solution desired by the employee.

### LEVELS

The grievance procedure herein shall consist of levels.

#### FIRST LEVEL:

The grievance shall first be taken up by the aggrieved employee with his supervisor or his designated representative in person. The supervisor or his designated representative will listen carefully and attentively

to the employee's problem, determine all of the facts pertaining to the situation, and advise the employee of his decision within three (3) working days. If the decision is not satisfactory to the employee, the supervisor or his designated representative shall move the grievance to the second level.

#### SECOND LEVEL:

If the grievance is not settled in the First Level, the aggrieved employee shall make a formal appeal in writing within three (3) working days after the consummation of the action in the First Level. The formal written grievance shall be presented to the department head. The department head's decision shall be written and distributed to all parties concerned within five (5) days unless extended by mutual agreement. Group grievances within a department shall be heard and considered by beginning in the Second Level.

#### THIRD LEVEL:

If a satisfactory settlement has not been reached at the Second Level, the employee may take his grievance, within three (3) working days to the Director of Personnel to arrange a meeting with the responsible University officials and the aggrieved employee, his co-worker and/or his organization's representative. The employee will be given a written decision within three (3) working days after the conclusion of the meeting. If the decision is not satisfactory to the employee, he may within three (3) working days make a written choice of submitting his grievance to the Fourth Level or through Impartial Arbitration as stated in the Fifth Level or directly to the Sixth Level.

#### FOURTH LEVEL:

If the employee is not satisfied with the Director of Personnel's decision he may take his grievance to the Youngstown State University Senate Appeals Committee within three (3) working days after receipt of notification of the Third Level decision.

#### FIFTH LEVEL: IMPARTIAL ARBITRATION

If the employee is not satisfied with the Director of Personnel's decision, he may take his grievance to impartial arbitration within three (3) working days

after receipt of the Third or Fourth Level decision. Within three (3) working days after receipt of notification from the employee of his choice to submit his grievance from the Third or Fourth Level to impartial arbitration, the Director of Personnel and the employee, along with a maximum of three (3) representatives, shall meet and request that the Federal Mediation and Conciliation Service supply a list of the names of five (5) impartial persons who are members of the National Academy of Arbitrators, and who are qualified to act as arbitrators. The Director of Personnel and the employee, along with his representative, shall meet within five (5) working days after receipt of such list. If they cannot mutually agree upon one of the listed arbitrators, then the Director of Personnel and the employee, along with his representative, will each cross one arbitrator's name from the list of five (5) and shall repeat this procedure. The remaining name shall be the duly selected arbitrator. The fees and expenses of the arbitrators and of the organization from which they were obtained and any incidental and related expenses shall be borne equally by the University and the employee. An employee organization may assume the responsibility for the employee's share of the fee and expenses of the arbitrators. Such assumption and responsibility shall be made in writing by the organization to the University prior to the specific request for the list of five (5) arbitrators from the National Academy of Arbitrators.

The fees and expenses of the arbitrator are defined as follows:

A. The cost of a stenographer/reporter as requested by the arbitrator or the parties thereto and the associated transcription costs. If a party desires a transcript of the proceedings, the total cost for such transcription shall be paid by the party desiring the transcript. If the other party desires a copy, then the total cost of such transcription shall be shared equally by both parties.

B. The fees and expenses of the arbitrator used in the case.

C. The fees and other charges which may come from any association from which an arbitrator is obtained.

D. Other expenses related to the arbitration proceedings.

The arbitrator shall be requested to submit a total accounting for these fees and expenses, and he shall be requested to render his decision as quickly as possible, but in any event no later than thirty (30) calendar days after the conclusion of the hearing unless the parties agree otherwise.

Grievances within the meaning of this grievance procedure and of this arbitration clause shall consist of a grievance processed within the grievance procedure and disputes about the interpretation, application or alleged violation as defined as a grievance. The arbitrator shall have no power to add to or to subtract from or modify from any of the terms of this procedure nor shall he substitute his discretion for that of the University nor shall he exercise any responsibility or functions of the University. The decision must in all respects conform with the Civil Service Laws of Ohio, other Ohio laws, any other applicable laws. The arbitration process is available to both parties in proper cases, and the arbitrator's decision shall be acted upon as soon as possible.

SIXTH LEVEL: (FOR CLASSIFIED CIVIL SERVICE EMPLOYEES)  
If the employee is not satisfied with the Director of Personnel's decision, as discussed in the Third or Fourth Level he may appeal the decision to the Ohio State Personnel Board of Review in accordance with the law."

ITEM VIII - Resolution Approving Acquisition of Equipment from the Mahoning County Community College

The President recommended approval of a proposal that the University acquire from the Mahoning County Community College certain equipment now owned by the Board of the Mahoning County Community College upon payment of storage charges for such equipment.

Upon motion by Mr. Williams, seconded by Mr. Wean and carried by the unanimous vote of all Trustees present, the following resolution was duly adopted:

"WHEREAS, Mr. James Griffin, Chairman of the Mahoning County Community College has indicated willingness to transfer to Youngstown State University certain office and other equipment with new value of \$4,776.43 upon payment by the University of storage charges

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not to exceed \$1,250.00. Authorization is hereby granted for the University to effect such transfer, and appreciation is extended to Mr. Griffin for the transfer.

ITEM IX - General Resolution Regulating the Type of Aircraft Operators Youngstown State University is Permitted to Utilize

The President recommended that the Board formally approve the policy followed by the University of chartering only aircraft operated by persons holding the highest aviation agency ratings when transferring athletic or other groups connected with the University.

Upon motion by Mr. Wean, seconded by Mr. Newman and carried by the unanimous vote of all Trustees present, the following resolution was duly adopted:

"WHEREAS, Youngstown State University engages from YR 1971-36 time to time in athletic competition and other University programs in cities located at great distances from Youngstown and, therefore, is required to provide air transportation for students and personnel of this University; and

WHEREAS, it is in the best interest of the University faculty, students and staff members involved to contract with only the most reliable aircraft operators available.

NOW, THEREFORE, BE IT RESOLVED, that Youngstown State University continue to utilize only those aircraft operators known as domestic (scheduled) air carriers and/or supplemental air carriers which are approved under the Federal Aviation Agency current governing regulations, for the transportation of large groups such as athletic teams, and other large groups are needed."

ITEM X - Resolution Requiring Insurance by International Students

Upon recommendation of the President and upon motion made by Mr. Luckhart, seconded by Mr. Strouss and carried by the unanimous vote of all Trustees present, the following resolution was duly adopted:

"Effective with the fall quarter of the 1971-72 YR 1971-37 academic year all international students attending Youngstown State University must enroll in a plan of group insurance made available through



the University to cover medical care, hospital and surgical care, or provide evidence that equivalent insurance is carried by the individual, and provided further that such plan shall be made available on a voluntary basis to all other students attending the University."

ITEM XI - Report by the President of the University

1. Attorney General's Opinion with reference to Rental of Property  
The President reported that because of the Attorney General's Opinion No. 71 020 dated May 21, 1971, a copy of which had been sent to all Trustees on or about May 26, 1971, it would be ill-advised to rent the building presently occupied by Strouss Music Center and that the University was making other arrangements to rent needed space.
2. Attorney General's Opinion with reference to Extension of Term of Office of Trustees.  
The President reported that Mr. William Brown, State Attorney General, has advised him that when the term of a Trustee expires, that the individual involved shall continue as an active member of the Board until the University has been notified of the naming of his successor. Accordingly, we are privileged to have Mr. Luckhart with us at Commencement exercises and the Board meeting under this ruling.
3. Report on the Poddar Case  
The President reported that another set of documents with reference to this matter would soon be sent to the Trustees; that the hearing which was chaired by a representative of the American Arbitration Association got nowhere, and that the Attorneys involved are seeking clarification of procedures from Judge Battisti, but that to date such clarification of procedures had not been received.
4. Report on Legislative Matters  
The President's report as to uncertainties regarding finances caused by certain Bills now pending before the General Assembly of Ohio is included at Agenda Item (e) 4.
5. Report re Carolyn Case  
The Supreme Court of Ohio has affirmed the ruling that Charles Carolyn cannot sue the University, but

that he can sue Mr. Shutes, former Editor of the Jambar. Mr. Shutes is protected by the University's insurance coverage.

6. Report on ETV Consortium  
The President's report as to the ETV Consortium is contained at Item (e) 6 of the agenda for the meeting.
7. Report on Prospective Athletic Conference  
The President reported that subsequent to the preparation of agenda Item (e) 7 with reference to the possibility of joining a Great Lakes Conference, the Director of Athletics, the Coaches and public opinion were generally unfavorable to the Conference as proposed.
8. Re Proposed BS Degree in Engineering in Management Engineering  
It was reported that Chancellor Millett has approved the expansion of the proposed BS in engineering to include courses in Management Engineering, and had ruled that this was an expansion of existing programs and not the creation of a new degree.
9. Vice President Edgar reported:
  - a) that a search for a new Dean to replace Dr. Dykema is continuing;
  - b) that the Regent's Committee is deferring action for a year to give further study as to the proposed program in Criminal Justice; and
  - c) that the University Library has now been approved as a Federal Depository for Documents.
10. Vice President Coffelt reported:
  - a) With reference to Construction that:
    1. Work on the parking deck has been stopped by the strike of Operating Engineers and that the deck cannot be completed by the fall term.
    2. That electrical work for the substation is proceeding on schedule.
    3. That the Health and Physical Education Building is 78% completed.

4. That plans for the addition to the Student Center are presently at the State Architect's office and that no construction can be completed until title to the lands needed are acquired from the City of Youngstown.
5. That plans for the Technical and Community College Building are being completed and that if appropriations are made it is hoped to take bids in August for such building.
6. Basic plans for the new Library have been approved by the State Architect and further planning is proceeding, with the hope that bids can be taken in January, 1972.
7. That the same is true with reference to the proposed Music and Fine Arts Building.
8. That the proposed Utility Plant is proceeding on schedule; and
9. That the State wishes to have a sewer survey made.

Vice President Coffelt reported further that when new buildings are under construction the University will need other quarters in which to house its book store and some other facilities.

Dr. Pugsley and Mr. Rook reported with reference to negotiations for the rental of a building located at 570 Fifth Avenue from the Globe Investment Company for a term of 3 years at a proposed rental of \$1,000 per month. It was reported that the lease is under negotiation and may include an option to purchase at \$115,000; that the total area includes 26,250 square feet, of which 8,450 is within the building; that there is black top parking space for approximately 75 cars.

After discussion and upon motion by Mr. Dennison, seconded by Mr. Williams and carried by the unanimous vote of all Trustees present, the following resolution was duly adopted:

"BE IT RESOLVED that to meet urgent needs for YR 1971-38 space in which to relocate some of the University offices and facilities, pending construction of various new facilities, the rental

from the Globe Investment Company of lands and building known as 570 Fifth Avenue, on Youngstown City Lots 990, 991 and 992, for a 3-year term at \$1,000 per month, and upon such other terms and conditions as may be approved by the President and the Chairman of the Finance Committee, be and it is hereby approved, ratified and confirmed as being in the best interests of the University in that it will provide space which is needed for the proper and successful continuing operation of the University."

11. Report by Vice President Rook

Mr. Rook commented upon the Statement of Income and Expenses for the period July 1, 1970 to May 31, 1971, and the Schedule of Investments and Savings Accounts as of May 31, 1971, copies of which had been submitted with the agenda. He reported that he expected that the year would be ended in the black.

ITEM XII - Committee Reports

1. Building Committee Report

It was reported that 6 additional properties near the campus had been acquired after approval by the State Controlling Board, and that the acquisition of 3 other properties was now pending approval of the State Controlling Board.

Upon motion by Mr. Dennison, seconded by Mr. Newman and carried by the affirmative vote of all Trustees present, the following resolution was adopted:

"BE IT RESOLVED, that the acquisition of the properties as provided under YR 1970-24 be hereby confirmed and approved." YR 1971-39

256-258 Grant Street, City Lot 979, City of Youngstown, purchased from Robert Nelson and Margaret Duby.

260-260 1/2 Grant Street, City Lot 980, City of Youngstown, purchased from Robert Nelson and Margaret Duby.

Grant Street (vacant lot), City Lot 977, City of Youngstown, purchased from Robert Nelson and Margaret Duby.

114 Webb Street, City Lot 3488 City of Youngstown, purchased from Mary Burris.

505 Walnut Street, City Lot 12294, City of Youngstown, purchased from Mary Perno Estate.

Scott Street (vacant lot), City Lot 3752 (part), City of Youngstown, purchased from Samuel Gilford.

Also the following properties which are pending approval by the Controlling Board, State of Ohio:

242 Grant Street, City Lot 976, City of Youngstown. Owner - Sylvester Jackson.

252 Grant Street, City Lot 978, City of Youngstown. Owner - Alex and Irene McCullough.

225 Scott Street, City Lot 3753, City of Youngstown. Owner - Alfaretta Allison.

2. Finance Committee Report

It was reported that the contract with The Dollar Savings and Trust Company covering active funds of the University was about to expire, and that the Bank had submitted its statement and a proposed new contract, in compliance with the applicable Ohio statute.

Upon motion by Mr. Williams, seconded by Mr. Brown and carried by unanimous vote of all Trustees present, the following resolution was adopted:

"WHEREAS THE DOLLAR SAVINGS AND TRUST COMPANY has offered to enter into a contract for deposit of active funds of the University in an unlimited amount for the period from July 1, 1971 to and including June 30, 1973, and to pay no interest on said funds during said period, and has offered to pledge as security certain United States Government obligations to secure said funds on deposit, all as provided in such proposed contract, a copy of which was submitted to this meeting and is attached to the minutes of this meeting; and

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WHEREAS it appears that such contract will be in compliance with the laws of Ohio and for the best interests of the University.

NOW, THEREFORE, BE IT RESOLVED that such proposed contract with The Dollar Savings and Trust Company, Youngstown, Ohio, be and it is hereby approved, and that the President or Chairman of the Board and the Vice President for Financial Affairs be and they are hereby authorized to enter into such contract for and on behalf of the Board of Trustees of Youngstown State University."

ITEM XIII - Communications, Petitions and Memorials

Appreciation to Dr. Bertie B. Burrowes

Upon motion by Mr. Newman, seconded by Mr. Strouss and carried by the affirmative vote of all Trustees present, the following resolution was adopted:

"RESOLVED that the Trustees of Youngstown State University express to Dr. Bertie B. Burrowes and enter upon their permanent records at this meeting their deep appreciation for his leadership to this Board as its distinguished Chairman, and that special recognition be given to his willingness to sacrifice of his time, his personal interests and his profession in his service to the University, its students and its faculty, and that in extending this tribute to Dr. Burrowes the members of the Board rejoice that he will continue to serve on the Board as an honored colleague. YR 1971-41

ITEM XIV - Election of Officers

Dr. McCann reported on behalf of the Nominating Committee, which included himself as Chairman, Mr. Newman and Mr. Strouss; that such Committee recommended election of Robert E. Williams as Chairman, Dr. Bertie B. Burrowes as Vice Chairman, Carl L. Dennison as Treasurer, and Hugh W. Manchester as Secretary of the Board of Trustees.

There being no further nominations, upon motion by Mr. Luckhart, seconded by Mr. Strouss and carried by the affirmative vote of all Trustees present, the following resolution was adopted:

"RESOLVED that the nominations be closed and that: YR 1971-42

Robert E. Williams be elected as Chairman  
 Dr. Bertie B. Burrowes be elected as Vice Chairman  
 Carl L. Dennison be elected as Treasurer, and  
 Hugh W. Manchester be elected as Secretary of the Board

for the ensuing year and until their successors are  
 elected and qualified."

Dr. Burrowes thereupon asked Mr. Williams to chair the  
 remainder of the meeting. Mr. Williams expressed his appreciation  
 to the Trustees.

ITEM XV - Meeting Schedule

After discussion it was decided that the regular meetings  
 of the Trustees for the next fiscal year would be held on the follow-  
 ing dates:

|             |                             |              |
|-------------|-----------------------------|--------------|
| 1st Meeting | Saturday, November 13, 1971 | at 1:30 p.m. |
| 2nd Meeting | Saturday, January 29, 1972  | at 1:30 p.m. |
| 3rd Meeting | Saturday, April 22, 1972    | at 1:30 p.m. |
| 4th Meeting | Saturday of the June, 1972  |              |
|             | Commencement                | at 1:30 p.m. |

It was further understood that such dates are subject  
 to change if the President or Chairman determine that other dates  
 would be more convenient.

There being no further business to come before the meet-  
 ing, the same was adjourned at 3:00 p.m. upon motion duly made  
 and carried.

*B. Burrowes, M.D.*  
 \_\_\_\_\_  
 Vice Chairman

Attest:

*Hugh W. Manchester*  
 \_\_\_\_\_  
 Secretary