Edgar, Earl E.
Vice President, Academic
TO : Full-Service Faculty, Administrators, and StudeIFOR VICEADEMIDENT AFARS Government
FROM: Virginia Phillips, Secretary of the Senate
RE : SENATE MEETINGJanuary 9, 1976, Schwebel Auditorium4:00 p.m.

January 2, 1976

AGENDA

1. Call to Order
2. Approval of Minutes of previous meeting, November 7, 1975
3. Report of the Charter and Bylaws Committee
4. Report of the Executive Committee
5. Report of the Elections and Balloting Comaittee
6. Reports of other Senate Committees

Academic Affairs Committee
Curriculum Committee Wibrary Committee Ad Hoc Committee on the Relationships Among Schools
7. Unfinished Business
8. New Business
9. Adjournment

ATTACHMENTS:

Academic Affairs Committee Report
Curriculum Committee Report
Library Committee Report
Ad Hoc Committee on the Relationships Among Schools Report Charter and Bylaws Committee Report

## INTER-OFFICE CORRESPONDENCE

TO Virginia Phillips, Secretary of the Senate<br>DATE December 16, 1975

FROM Charles Singler, Chairman, Charter and Bylaws Committee

## SUBJECT

Enclosed are the proposed amendments to the Charter and Bylaws that the Charter and Bylaws Committee will present to the Senate on January 9, 1976.

## Soneceptance au actin?

 following changes in the Articles and Bylaws of Youngstown State University's Academic Senate.1) Article VI (Amendments), Section 1 (c)

Present Language: Upon a two -thirds affirmative vote of the
faculty, with at least.......
Proposed Change: Upon a two -thirds affirmative vote of the voting faculty, with at least........
Reason: To make clear a question raised last year concerning whether the language might mean the total faculty or only those voting.
2) Article IV (Senate Committees), Section 2 (b) (3)

Present Language: The Charter and Bylaws Committee shall receive or originate, consider, and recommend to the Senate such revisions of the Charter and Bylaws as are deemed necessary, reasonable, and desirable.

Proposed Addition: This committee shall make interpretations of the 1 meaning and intent of Articles and Bylaws when questions are
t' brought to the committee by Senate members or Senate Committees. Such interpretations are to be reported to the Senate. If the Senate, by majority vote, objects to an interpretation, the Charter and Bylaws Committee must submit a proposal for a Charter and Bylaws revision which would clarify the issue. Until the issue is resolved, any action based on the disputed interpretation shall be held in abeyance.
Reason: It has been assumed that the Charter and Bylaws Committee is charged with making interpretations. The additional statement clarifies this, and at the same time provides a mechanism for disputing interpretations of the Charter and Bylaws Committee.
3) Bylaw 6 (Appointed Charter Committees), Section 1 (d)

Present Language: Faculty and students may serve on only one Senate Chartered Committee at any one time.

Proposed Change: Faculty and students may serve on only one Appointed Senate Chartered Committee at any one time.
Reason: It was felt that any restriction to committee membership was intended to mean appointed membership, particularly in view of the Bylaw title. This, then, is to distinguish between elected and appointed membership on Senate committees.

4) Bylaw 4 (Other Elections), Section 5

Present Language: The Chairmen of all elected committees shall be elected annually by the committee at their first organizational meeting.

Proposed Addition and Change: .....by the committee at their organizational meeting.

The organizational meeting shall be called by the member whose name is first alphabetically.

Reason: To provide a mechanism for calling the first meeting of the committee.
5) Bylaw 6 (Appointed Chartered Committees), Section 1 (e)

Present Language: The chairman of each appointed chartered committee of the Senate shall be elected annually from within the committee.
Proposed Addition: The organizational meeting shall be called by the member whose name is first alphabetically.
Reason: To provide a mechanism for calling the first meeting of the committee.
6) Bylaw 8 (Vacancies), Section 2 (a)

Present Language: A vacancy among the elected Faculty Senators or on an elected chartered committee shall be filled by the unelected candidate who received the highest number of votes in the election, as certified by the Elections and Balloting Committee. In the case of a tie, the Elections and Balloting Committee shall conduct a drawing of lot to decide the appointment.
Proposed Addition: .....received the highest number of votes in, the election in which the vacated member was elected, as certified.....
Reason: To indicate the election (and the candidates) from which the replacements are to be named.
7) Bylaw 2 (Election and Balloting Procedures) (see attached proposed bylaw)
Reason: The sense of this bylaw is essentially unchanged. The major changes are in Section $2(c)$ which establish procedures for Senate balloting, and in Section 6 which describes the length of time for retaining a record of election or balloting results.

Charter and Bylaws Committee
Frederick Blue
Irwin Cohen
Philip Hahn
Daniel O'Neill
Edwin Pejack (Secretary)
Charles Singler (Chairman)

## INTER-OFFICE CORRESPONDENCE

TO $\qquad$ The University Senate

FROM_The University Library Committee, Carl F. Chuey, Chairperson

SUBJECT Report of activities in fall quarter.
The Library Committe, after several meetings, worked out an departmental allocation plan for the Library's Budget. This plan, while not in its final stage yet, tries to take into account enrollment in that department and/or school, need, cost of materials, growth rate, and past policies.

The result of this plan, which was adopted by the committee unanimously, is attached.
It is the intention of the Library Comittee to review the workings of this plan in April and make refinements, if any are needed, with the release of the 1976-77 budget. It is the intent of the committee to have formulated the 1976-77 departmental allocations budget by the end of Spring Quarter 1976.

Respectively submitted,


Chairperson

# YOUNGSTOWN STATE UNIVERSITY 

# YOUNGSTOWN, OHIO 44555 

November 19, 1975

## TO: Departmental Chairmen and Deans

FROM: Mr. Carl F. Chuey, Chairman of the University Library Committee and Mr. Richard J. Owen, University Librarian

## SUBJECT: Departmental Allocations of Library Materials.

Attached is a copy of the departmental allocations for the year 1975-1976. These allocations were decided upon by the Library Committee after several meetings with members of the library staff.

It was also decided by the committee that no department will be permitted to over spend their allocation. The library can not maintain your allocation to the exact penny but once an entry is made against your account that surpasses your limit no further purchase will be made during this fiscal year.

Anticipated increases of $15 \%$ in periodical subscriptions expenses will not be charged against your department this year. It will be taken from the contingency account and adjustments made in your allocation for 1976-1971.

If you desire a more detailed breakdown of your account into books, periodicals, and microforms, please contact Mrs. Olga Shafer at extension 434.

The Acquisitions Department has modernized the ordering and record keeping process in an effort to give the faculty more expeditious service. Therefore it is now required that all order request forms must bear the name and department of the individual faculty member initiating the request as well as the signature of the approving authority.

I. In April, 1974, the Senate approved the establishment of an Ad Hoc Committee on the Relationships Among Schools. The Committee charge is:
"To gather from each School in the University a statement of objectives and to study the role of each School as it supports the objectives of the University. To define: (a) the inter-relationships of the Schools as defined by the objectives; (b) the degree of autonomy within the Schools which may be possible, desirable, or necessary; (c) possible mechanisms for increased cooperation among Schools; and (d) to analyze possible academic implications connected with enrollment declines and the expansion of technical education."

There are six elected members--one representative per School:

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Arts and Sciences - Sid Roberts
Business - Bill Petrych
Engineering - John Kearns
Education - Marv Chrisp
Music - Ron Gould
T&CC - Vic Richley
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Earl Edgar was appointed administrative representative by the President. Dr. Rand, Dean of the Graduate School, was invited "to sit in as a nonvoting member".

The Committee held its first meeting on May 17, 1974, and with the exception of the Summer sessions, has been meeting weekly. Minutes of all meetings and a statement of each School's objectives are on file. The Committee scheduled an open hearing, announced on the front page of the Jambar. Tuesday, March 4, 1975. The Committee also held several meetings with the Martorano Consultants to exchange information. Deans or their designees presented statements of School objectives to the Committee.
II. Sources of information and data:

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University Catalog
CAT Report
School Objectives - authenticated by appropriate Deans
Arts and Sciences Committee on Objectives
President Coffelt
Board of Regents Master Plan
Martorano Report (Consultant group)
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III. Findings and Recommendations

F-1 The objectives of the University as expressed in the University catalog do not adequately describe the University's present goals and outreach.

R-1 The Committee recommends the statement of University Mission, drawn up after much discussion and deliberation and approved by the President of the University, be approved by the Senate for inclusion in the University

Bulletin. Based on the University Mission statement, the University should define specific goals in keeping with and to accomplish the mission, and prepare a plan covering a period of time (say 5 years) outlining the timely objectives to fulfill the plan and attain the goals. (See attached University Mission.)

F-2 The goals and objectives of each School should contribute to and be constrained by the University Mission and Goals.

R-2 Each School should establish a statement of its mission and objectives commensurate with the University Mission and Goals for inclusion in the University Bulletin. Each School should prepare a definitive plan, covering a sufficient period of time, for fulfilling its objectives in keeping with the University objectives and plans.

F-3 One of the strongest factors responsible for friction and non-cooperation is lack of inter-school planning and cooperation, which thereby contributes to lack of progress between Schools and University. For example, Schools need to recognize that some students from other Schools within the University need some of their service courses, and this awareness should be manifested in course content and scheduling. This requires coordinated planning.

R-3 Administrative responsibility, and avenues and means to ultimate decision and resolution, should be clearly defined to insure that necessary cooperation and planning occurs on a timely basis. The committee recommends that planning and coordination in scheduling consider more adequately the needs of day and evening students, both graduate and undergraduate, projection of program offerings and availability of service courses among colleges.

F-4 There is a lack of "University orientation" among faculty and administration. There also exists an ethnocentric attitude of faculty which orients individuals primarily to department, secondly to School, and lastly to the University. This results in a serious lack of meaningful working, productive cooperation between Schools as Schools, and between and among members of the faculty as individuals and departments. The Schools too frequently aspire to be autonomous, and on occasion act to prevent meaningful cooperation needed to improve the University's well-being.

R-4 The Committee recommends that serious study be given to the implications of this finding, in conjunction with the statements of the President in his annual address of September 1975, to identify causes and that steps be taken to bring about resolution of the problem.

F-5 Better communication is needed among the Schools.
R-5 A variety of methods of improving communication should be considered and explored by a committee in which each School is represented.

F-6 Data and discussion of student credit hours taught focus too much on the specific course level. The way these data are used is counter-productive to the good of the University.

R-6 Data and discussion of student credit hours taught should focus primarily on the School level. The need and utility of such data are recognized but care should be exercised in their use, which should be directed toward proper planning and control in fulfillment of the institutional goals and objectives.

F-7 More statistical information which encourages comparison of the University as a whole with other universities, and which permits a comparison of University Schools with other university schools, can give a more realistic basis of comparison and judgment of our performance.

R-7 The Committee recommends that more information be disseminated which permits intra-university comparisons by Schools and departments. This could be a function of our existing Office of Institutional Research.

Article IV (Senate Committees), Section 2 (b) (3)
Present Language: The Charter and Bylaws Committee shall receive or originate, consider, and recommend to the Senate such revisions of the Charter and Bylaws as are deemed necessary, reasonable, and desirable.

ProposedAddition: This committee shall make interpretations of the meaning and intent of Articles and Bylaws when questions are brought to the committee by Senate members or Senate Committees. Such interpretations are to be reported to the Senate for its information. If the Senate, by majority vote, objects to an interpretation, the Charter and Bylaws Committee must submit a proposal for a Charter and Bylaws revision which would clarify the issue. Until the issue is resolved, any action based on the disputed interpretation shall be held in abeyance.

Article V
Any action (including amendments to the Bylaws) of the Senate, and reports (interpretations) to the Senate under Article IV, Section 2 (b) (3) may be challenged either by the President of the University or a member of the Faculty.

Except as provided in Article V, section $2(f)$ and Article VI, section 1 of the Charter, ana Bylaw 2, section 2. (b) all elections and balloting shall
be under the jurisdiction of the Elections and Balloting Committee and shall be conducted in the following manner:

Section l. Nominees. The number of nominees shall be at least twice the num ber to be elected, and nominated dy members of tne Senate at a a meeting of the Senate
at which this is an announced agenaum.
Section 2. Thellers (c) For each election or balloting the
Election and Balloting Committee shall appoint
tellers in sufficient numbers to expeditiously conduct the elections and balloting.
(b) At a meeting of the Senate, in which a written ballot is used in voting, the Chairman of the Elections and Balloting Committee, or a member of that committee, or in their absence, the Charman of the Senate, shall appoint a sufficient number of tellers who shall distribute blank ballots, collect and tally the same, and report the results to the Chairman of the Senate, who shall announce the results.

Section 3. Ballots.
(a) The Elections and Balloting Committee shall be responsible for the preparation of all ballots and shall distribute them to the appropriate electorate. Unless otherwise specified, all balloting shall be completed within ten days from the date of mailing and shall be by closed mail ballot.
(b) On election ballots, the names of the nominees shall be listed in alphabetical order, with a statement of the maximum rumber to be voted for (which shall be the number to be elected), and instructions for returning of the ballot in an enclosed unmarked envelope. The elector shall seal the marked ballot in the unmarked envelope and shall sign the slip bearing his name on the outside of the envelope.

Section 4. Balloting Disputes. All balloting disputes shall be resolved by the Election and Balloting Committee and their determination shal: be final.

Section 5. Ties. Ties shall be resolved by the tellers by drawing of lot(s) This shall be reported in their report.

Section 6. Reporting Results of Elections and Balloting. The Elections and Balloting Committee shall make public the results of all electio and balloting under its jurisdiction. A complete record of the $r$ sults shall be retained for the duration of the longest term of office being contested in each election, and for a period of one year in any balloting which does not involve an election. All ballots shall be retained by the Elections and Balloting Committer for a period of thirty days following the date of publication of results. The ballots may be inspected by any interested member o the University community, and such inspection shall be supervised by a member of the Election and Balloting Committee.

INTER-OFFICE CORRESPONDENCE
TO Mrs. Virginia Phillips,
DATE Nov. 18, 1975 Acting Secretary, Academic Senate
FROM
$\qquad$ Academic Affairs Comitter Academic Affairs Committee

SUBJECT

The Academic Affairs Committee has voted unanimously to approve the Marketing Major as proposed by the Marketing Department of the School of Business Administration and recommend to the Senate for final approval. A copy of the program is attached.

FROM: Dr. Howard B. Cox, Chairman, Marketing Department

## SUBJECT: DIFFERENCE BETWEEN MARKETING MANAGEMENT MAJOR AND INDUSTRIAL MARKETING MAJOR

I. Marketing Management requires these additional marketing courses:

> Mktg 709 Retail Marketing
> Mktg 715 Management of the Sales Force Mktg 820 Sales Promotion or a marketing elective
II. Marketing Management requires these additional management courses:

> Mgt 705 Principles of Transportation
> Mgt 713 Report Writing
> Mgt 804 Personnel Management
> Mgt 850 Development of Executive Ability
III. Industrial marketing requires the following courses. Marketing management does not.
Mgt 746 Industrial Traffic Management
Mktg 750 Industrial Textiles
Mktg 840 Blueprint Reading
Mktg 843 Industrial Buying
IV. OTHER DIFFERENCES:

1. Marketing Management has a built-in management minor that will be required of all majors. Industrial Mktg. does not.
2. Other Marketing majors force the student into a more specialized area. Marketing management is a broader field. It allows the student to get a broad view of the role of marketing in business without forcing him to specialize as much as, for example, Fashion Marketing.
3. The proposed major also differs from Industrial Mktg in that:
A. Marketing Management allows the student to be introduced to Computers through Acctg 710 or Comp. Sci. 600 rather than Acctg. 713 only.
B. Marketing Management does not require additional advertising courses. Industrial Marketing requires Adv. 725.

## MARKETING MANAGEMENT MAJOR

Suggested Curriculum for the Degree of Bachelor of Science in Business Adninistration with the Major in Marketing Management.

The Marketing Management curriculum requires a total of 186 hours.


HOURS: TOTAL HOURS REOUIRED: $\quad 186$ ( 180 plus $6 \mathrm{H} \& \mathrm{PE}$ )
MATOR: 45 or more hours with a grade of "C" or better in courses numbered 600 or above.

MIINOR: 21 or more hours with a grade of "C" or better in a related field.
UPPER DIVISION HOURS REQUIRED: (700 and 800) 75.

> CURRICULUM CHANGES FOR SENATE CONSIDERATION (These courses have been circulated according to the procedures outlined in the Constitution \& By-Laws-objections were received and a recommendation has been made by the Curriculum Committee to the University Senate.)

Departinent and Catalog Number

Management 719
(3 credit hrs.)
(A)

Physics 822
(3 credit hours)
(c)

Latin 501, 502, 503
( $4+4+4$ credit hrs.)
(C)

Home Economics 504 (3 credit hours)
(C)

Electrodynamics
$\qquad$
-
-


Physics 732 and Mathematics 706

## Elementary

Latin I,II,
III
For 502 Latin
501; for 503,
Latin 502

## Description

Review of current research in career plannin€ Emphasis on relationship of job interviewing to the staffing process. Teaches persons to conduc selection interviews and how to handle themselves in a job interview setting.

Development of relativistic kinematics from the potential form of Maxwell's Equations and of the connection between electrodynamics and quantum concepts. Application of tensor methods to electromagnetic theory with emphasis on physical interpretation.

Essentials of Latin gramnar and some reading of connected prose. Designed for pre-law students and Enrlish and modern languace majors as wel for students planning to continue in Latin.

Fundamentals of fibers, yarns fabric construction and finishes as related to consumer selection, serviceabilicare. and clothine construc'? tion. Two one-hour lectures and one two-hour laboratory per week.

Hone Economics 700 (4 credit hours)
(A)

Economics 809
(4 credit hours)
(A)

Advanced Textiles Home Economics 504, Chemistry 503

Current Pro- Economics 701 or blems in lioney, consent of inBanking \& Fi- structor nancial Markets

Study of chemical and physical properties of textiles: new developments, testing procedures, and standards applied to fibers and fabrics. Three one-hour lactures and one three-hour laboratory.

Emphasis on understanding of the financial market systen including money and capital markets in the econony. Current problems are associate with trends in theory and practice. Among topics covered are theories of the interest rate and monetarism.

## A PROPOSED STATEMENT OF UNIVERSITY MISSION

## PREFACE

Youngstown State University is an urban university, established and assisted by the State of Ohio, and maintained in order to provide a wide range of opportunlties in higher education to satisfy the needs particu-larly--but not exclusively--of the residents of northeastern Ohio and western Pennsylvania.

The University seeks to reflect the age in which it lives, responding to the changing needs of Its students and our soclety through the development of varlous programs while still retaining the best elements of the long tradition of humanistic, liberal education. The institution seeks to develop in its students an awareness of their cultural heritage and the qualities of intellectual and emotlonal maturity necessary to produce graduates who can enjoy productive, fulfilling lives as Individuals and citizens.

## ACCESS

The University has long been committed to the goal of broad access to higher education. When the University joined the state system of higher education, this policy was continued under the state provision for "open admission" for Ohio students who have earned a high school diploma or its equivalent. Realizing that this policy admits students with varied academic backgrounds, the University offers a wide range of curriculum options including special assistance through the Student Development Program and special courses. Financial subsidies from the state have similarly strengthened economic access to hlgher education, by making possible a fee structure which is within the means of most prospective students; extensive
programs of financlal ald to students have further aided in achleving this goal. In addition to academic and economic access, the institution fulfllls the state's commitment to geographic access. Located in the center of its service region, the University seeks to provide adequate facilitles for commuting students as well as for those who are housed within the Unlversity area. The Unlversity also offers courses and programs at locatlons off campus, when this is approprlate.

## RANGE OF* PROGRAMS

The range of courses and programs offered has expanded to meet the needs of a soclety substantlally more complex than it was a few decades ago. The University recognizes that change and complexity are accelerating, making it more Important than ever that the University assume a leadership role and provide graduates capable of dealing with social, economic, and technical problems. The Graduate School, The Technical and Community College, and the Department of Continulng Education and Public Services are but three examples of institutional development during recent years aimed at responding to the needs of students served by the institution and providing society with the leadership it requires. The programs of these organizational units, along with those in Arts and Sclences and in the professional schools, now serve the University constltuents by providing a broad range of educational experlences, from the one-day workshop to graduate degrees; from the noncredit course offered for personal enrichment to the technological training needed to prepare the individual for Immediate employment; from the course offered the professional who needs perlodically to renew licensure or certification to the traditional program of study in the liberal arts; from the program which permits the high school student an early opportunity to
commence a Unlversity career to the course which offers renewed intellectual stimulation to the senior citizen.

## PRIORITIES

The University is committed to instruction, research and scholarship, and public service. Instruction is, and will continue to be, the primary function of the University. Public Service-apart from the service inherent in offering instruction to the public--is a second priority. Research, which usually emphasizes the extension of the boundaries of knowledge, and scholarship, which is directed more at a synthesis and reorganization of existing knowledge, undergird the other two.

REGION
A major goal of the institution, through its seventy years of history as a law school, as an institute, as a college, and as a University, has been to serve primarily the postsecondary educational needs of the residents of this geographical region: Mahoning, Trumbull, and Columbiana Counties of Ohio and Mercer and Lawrence Countles in Pennsylvania. The University has been, and will continue to be, basically a non-residential campus, and it has placed emphasis on the students who have wished to pursue their educa- , tion while remaining at home, often combining a program of higher education with employment off campus. While nurturing its regional identity, the University has welcomed students from other parts of the nation and from around the world. But as a developing urban university, the institution has sought to become, and is committed to be, preeminent as a leader within its service region.

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YOUNGSTOWN STATE UNIVERSITY
INTEROFFICE CORRESPONDENCE

TO. $\qquad$ Dr. Clyde V. Vanaman

FROM_Dr._Howard B. Cox

SUBJECT
This is to confirm the appointment of Dr. Sidney I. Roberts to replace Dr. Leslie $S$. Domonkos as an At-Large member of the Academic Senate representing the College of Arts and Sciences for the remainder of the term of this senate.


Jdnuary 9, 1976

Christopher J. Sweeney, Ph.D.
Faculty Senator
Department of Psychology
Dear Chris,
This letter which I hope you will'share with the Faculty Senate reflects my concern with the proposed course Management 719, Personnel Selection. Prior to its inclusion in the report from the University Curriculum Committee circulated with the Agenda for the January 9 Senate meeting, I had not recelved a copy of the proposed course by this title or with this description. I had received an earller description of a course by this number to which 1 objected.

Frankly, I feel that from the description there appears'to be a 1: substantial degree of replication between this course and Psychology 805, Interviewing Techniques, and 'this course and Psychology 712. Industrial Psychology. I am, however, committed to a pollcy of service to and cooperation with other departments of the university famlly and I would ask the Senate to table action upon this course for one month or until the next regular Senate meeting so that I could renew my efforts to reach some understanding with the Management Department upon some way that 1 could equitably share this area of instruction.

Sincerely,

Sanford N. Hotchiklss, Ph.D. si: Chalrman, Department of Psychology

SNH:ms

## ADMINISTRATIVE BOARDS AND ADVISORY COMMITTEES

FOR 1974-5 and 1975-6

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

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

## 1. Appointment

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

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

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

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

1. Any student enrolled in 8 or more quarter hours and in good academic standing may hold Board or Committee appointments.
2. A student may not serve on more than two boards or committees at the same time.
3. When there are two or more students on a board or committee, only one may be a member of Student Council, unless otherwise specified in the board or committee description.
4. Every effort should be made to have all Schools (Colleges) of the University represented on the boards and committees. Therefore, when the number of students is less than seven, no more than one should come from a single School (College).
5. Names of students to serve on boards and committees will be submitted through the Dean of Student Affairs from a list made and ratified by the Student Council in a formal meeting. These names will be submitted by December 13 for 1974-75, and thereafter by May 30 of each year.
6. The Dean of Student Affairs will assume responsibility for confirming eligibility of student nominated.
7. Chairman

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

A quorum shall consist of the majority of the members of the committee unless otherwise specified below.
IV. Operation During Summer

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

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

## Administrative Boards and Advisory Committees

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

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

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

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

| Faculty | Student | Administrator |
| :--- | :--- | :--- |
| Joseph Lucas | Joseph Rafidi | Karl E. Krill |
|  |  | Tom H. Martindale* |
|  |  | James A. Scriven |

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

| Faculty | Student |  |
| :--- | :--- | :--- |
| Joseph Babisch* | Jdministrator |  |
| Mary V. Hare | Joseph Armeni | C. David Bertelsen |
| Terrence J. Shidel | Gary Damon Skubic |  |
| David E. Starkey | Ed White |  |
|  | Dante Zarlenga |  |
|  | Robin Zimmerman |  |

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

Faculty
Richard W. Jones
Richard W. Jones

Student
Edward Sturgeon
hear and render decisions ${ }^{+}$on appeals related to violations of University Traffic and Parking Regulations.

Faculty
Gary F. Fry

Classified Personnel
Joseph E. Scott
+The decision of this Board shall be the final campus authority.
*Chairman or Chai rwoman

## ADVISORY COMMIITTEES

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

## Faculty

Glorianne M. Leck Gus Mavrigian

Student
William Boni
$\qquad$

Administrator
Alfred Bright Dennis Clouse Marguerite Foley* William 0. Swan

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Classified Personnel
Marjorie Greenberger
Earnest White
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ALUMNI AFFAIRS COMMITTEE: (Advisory to Special Assistant to the President): assist in the development of a viable Alumni Association; serve in advisory capacity on relations between the University and its Alumni.

Faculty
Robert E. Arnold Marilyn E. Biles

Classified Personnel
Kathleen M. Anderson


Alumni

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


John Cramb, Jr. Elwyn Jenkins

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

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

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

Student
William E. Brown
Donald McTigue
Edward Sturgeon

## Administrator

Lawrence E. Looby
Charles McBriarty* Joseph S. Rook

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

Faculty
David B. Maclean
James R. Toepfer*

Student
Sharman Simon

Administrator
Paul Cress James Miller Leon Rand

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

Faculty

## Administrator

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

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

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

Faculty
Leslie Domonkos

Administrator
Jean Charignón Christine Dykema James A. Scriven* William O. Swan

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

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

Off-Campus
Morris Abromovitz
Joseph Edwards

## Student

Kenneth Glavip

Administrator
George E. Letchworth

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

PHYSICAL FACILITIES AND SAFETY COMMITTEE--continued

Faculty
Thomas Dobbelstein*
Earl E. Eminhizer
Mary Lou Wedekind

Student
David Diciccio
Georgious Kafantaris

## Administrator

Paul Cress
Nick J. Leonelli
George E. Letchworth Charles McBriarty Mary Murphy Raymond D. Orlando

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

Faculty
Donald E. Hovey
Richard W. Jones
Thelma S. Miner
Frank J. Tarantine

## Student

Loretta Bleggi
George Luke

Administrator
Donald W. Byo Christine Dykema Stephen Hanzely George E. Letchworth

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

Student
Administrator
Susan M. Witt

Bernice. Brownlee<br>Donald W. Byo<br>Russell James<br>Raymond D. Orlando<br>Wealthie B. Prince*<br>Philip A. Snyder

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

Administrator

| Robert E. Arnold | Charles McBriarty |
| :--- | :--- |
| Donald W. Byo | Nicholas Paraska |
| Earl E. Edgar* | Virginia K. Phillips |
| Richard Glunt | James A. Scriven |
| Sanford N. Hotchkiss | Bernard J. Yozwiak |

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

## Faculty

Ilajean Feldmiller William S. Flad Lewis S. Rosenthal* Donald E. Vogel

## Student

Catherine M. Costa
Patricia J. Kostik
Kathy A. Salaka
Margaret A. Takach

## Administrator

Patricia Bleidt
Thomas Kuchinka
Philip A. Snyder

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

Faculty
John F. Davies Margarita W. Metzger John Wilkinson

## Student

Greg Gulas Jane Maruskin
Sheri Moore Charles Owens David Sheppa

## Administrator

Taylor Alderman* Joseph S. Rook

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

Faculty
George D. Beelen

Off-Campus

Student
.William E. Brown Jane Maruskin

Dick James
Oick James

Administrator
Paul Amodio Patricia Bleidt Philip A. Snyder Harold Yiannaki*

Elections and Balloting Committee Faculty
R. Secrist, A宗 S
H. Cox, Business Administration*
G. Schoenhard, Education
J. Devletian, Engineering
D. Kennedy, T \& CC

No students or administrators are on this committee.

Executive Committee
A. Faculty $A$ \& $S$
F. Feitler, Education
M. Foley, T \& CC
R. Jones (Chairman), Engineering *
C. Moore, Business
D. O'Neill, Fine Arts
C. Vanaman, Chairman Senate

Academic Affairs
Facuity
J. $\sqrt{\text { an Norman, Chemistry }}$
I. Khawaja, Geology
P. Baldino, Found. of Educ.
D. Scott, Elementary Educ.
F. Rosenberg, Music
A. Hakojarvi, Home Economics
R. Shuster, Management
H. Sheng, Chemical Engineering*

## Academic Events

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

Charter and By-Laws Comnittee
Faculty
D. Byo, Fine Arts
S. Hanzely, $A$ \& $S^{+}$
R. Sumpter, $\mathrm{T}_{\mathrm{i}} \mathrm{CCG}$ D. O'Neill
I. Cohen, A \& S
E. Tejac!, Fingineering
C. Singler, \& \& S

No students or administrators are on this comnittee.

## Students

M. Yoswiak

Students
Catherine Costa, A \& S Bill Beni, Business Jane MavusKin, Busines

## Students

Elaine Yager, T \& CC
Jane Maruskin, Business
Bill Boni, Business

Administrators
D. Byo
B. Brownlee

Administrators
E. Ragar
J. Scriven
A. Moore, Dean, School of Education
$\qquad$

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

Continuing Education
Faculty
W. Katerberg, H \& P.E.
J. Morrison, Psychology
C. Gay, English
D. File, Bus. Tech.
C. Freeman, Sec. Studios
J. Beckett, Found. of Educ .t
J. Lapinski, :uric
F. Seibold, Adv. af Publ. Rely.

## Curriculum

Faculty
S. Kozarich, Math
S. Redburn, Political Science
P. Bellini, Civil Eng.
W. Hammack, Student Teaching
R. Richards, Guidance \&

Counseling
V. Phillips, Sec. Studies*
E. Largent, Music
P. Chuey, Accounting \& Finance

Educational Media
Faculty
K. Crites, English
D. Hwopek, English $\&$
W. Nichols, Elem, Educ.
R. DiGiulio, Guidance \&

Counseling
R. Taylor, Advertising $\mathcal{\xi}$ Publ. Rel.
J. Petrek, Mech. Eng.
C. Goard, Nursing
L. Zone, Art

## Students

Dennis Bean, Engineering

## Administrators

R. Jonas
W. Prince

Students
Susan Shaffer, Business

Administrators
J. Lock
T. Alderman

Students
Michael Briceland, A \& S
Elaine, Mitchell, Educ. Barbara Eilas, A \& S

Administrators
T. Alderman
H. Yiannaki

Students
Mike Braun, $T$ \& $C C^{\circ}$

Administrators
W. Eshleman
S. Grcevich

## Library

Faculty
C. Chuey, Biology**
A. Stocks, Economics
R. Linkhom, Foreign Languages
M. Horvath, Home Economics
C. Schultz, Education
W. Mayhall, Music
M. Siman, Elec. Eng.
E. Sekeres, Advertising \& Publ. Rela.

Research
Faculty
G. Dobbert, Soc. \& Anthropology
F. Koknat, Chemistry
D. Rost, Elec. Eng.
F. D'Isa, Mech. Eng.
C. Raridon, Music
D. Climes, Guidance $\varepsilon^{*}$ \#

Counseling
J. Davies, Criminal Justice
M. Kohn, Management

Student Affairs Committee Faculty
J. Buoni, Math
E. McDonald, int'l Students
G. Schoenhard, Sec. Educ.
G. Tribble, Elem. Educ.
D. Robinson, Speech \& Drama.
R. Stanko, Criminal Justice
J. Daily, Management
J. Bakos, Civil Eng*

Students
David Mitchell, A \& S

Administrators
T. Alderman
R. Owen

## Students

So students are on this committee.

Administrators
E. Rand
P. Syring

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

Administrators
C. MeBriarty
J. Wales III
*Chairman 1994-95

* Chairman (pro-tem) 1974-15


## Academic Affairs

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

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

## Computer Committee

N. Sturm, Biology
E. Santos, Mathematics
$\mathbb{M}$. Householder, Civil Engineering
W. Driscoll, Indus. Engineering
B. Engelhardt, Nursing
T. Chrobak, Eng. Tech.
P. Pascale, Found. of Educ.
D. Roussos, Business

## Continuing Education

W. Katerburg, H \& PE
J. Morrison, Psychology
C. Gay, English
D. Hille, Bus. Tech.
J. Feldmiller, Home Bc.
J. Beckett, Found. of Educ.
J. Lapinski, Music
F. Seibold, Adv. \& Pub. Rel.

Curriculum Committee
S. Kozarich, Math
L. Esterly, Political Science
P. Bellini, Civil Engineering
W. Hammack, Student Teaching
M. Braden, Elementary Educ.
V. Phillips, Sec. Studies
E. Largent, Music
P. Chuey, Accounting \& Finance

## Educational Media

C. Crites, English
D. Hwopek, English
W. Nichols, Elem. Educ.
R. DiGiulio, Guid. \& Counseling
R. Taylor, Advertising
J. Petrek, Mech. Engineering
D. Kennedy, Nursing
I. Zona, Art

## Iibrary Committee

C. Chuey, Biology
A. Stocks, Economics
R. Linkhorn, Foreign Lang.
M. Horvath, Home Ec.
C. Schultz, Education
W. Mayhall, Music
M. Siman, Elec. Engineering
E. Sekeres, Adv. \& Pub. ReI.

## Research Committee

G. Dobbert, Soc. \& Anthro.
F. Koknat, Chemistry
D. Rost, Elec. Engineering
F. D'Isa, Mech. Engineering
C. Raridon, Music
D. Cliness, Guidance \& Counseline
B. Lateef, Criminal Justice
M. Kohn, Management

Student Affairs Committee
J. Buoni, Math
B. McDonald, Int'l Students
B. Cobett, Secon. Bduc.
G. Tribble, Elem. Educ.
D. Robinson, Speech \& Drama
R. Stanko, Criminal Justice
J. Daly, Management
J. Bakos, Civil Engineering

