

## Finding Aid for the Academic Senate Records, 1959-2003



Record Number: RG 68

### Archives & Special Collections

William F. Maag, Jr. Library  
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## **Descriptive Summary**

**Title:** Academic Senate Records

**Record No.:** RG 68

**Accession No.:** UA 2004.5 and UA 2007.6

**Creator:** Youngstown State University Academic Senate

**Extent:** 13 boxes (19.5 cubic feet)

**Abstract:** The Academic Senate Finding aids provide information about the administrative control, such as the location, the “chain of custody,” and an outline of the collection; which also may include intellectual control, such as the general contents and detailed information of an individual collection. Information contained in a finding aid usually involves an introduction which gives the administrative control and restrictions, if any. The historical sketch gives the historical overview of the person or agency the collection is from. Scope and Content gives the strengths and weaknesses of the collection, the arrangement and types of material contained in the collection. Series description contains the list and descriptions (such as type of material and dates) of the each series found within the collection. A list of key words or index terms is usually given to highlight important names, places, events etc... mentioned in the collection. Finally the finding aid is composed of a container list which lists each box, folder, and material contained in them for the researcher to locate material effectively. This collection contains materials from 1959-2003; however some committee reports are dated before this time.

## **Administrative Information**

**Provenance:** Youngstown State University Academic Senate

**Preferred Citation:** Youngstown State University Academic Senate Records, 1959-2003, RG 68, Archives & Special Collections, William F. Maag, Jr. Library, Youngstown State University, Youngstown, Ohio.

**Restrictions:** None

**Processing  
Information:**

Processed by Lisa Garofali, August/September 2007.

**Historical Sketch**

The Academic Senate is made up of faculty, and some students and members of the administration. The focus of the senate is first to improve academic learning, for example some of the Ad Hoc Committees as well as the Honors and Curriculum Committee. Secondly it is to express concerns of the faculty and students with committees such as the Faculty Affairs Committee and Student Academic Grievance Committee. It is responsible for

...the recognized role of the faculty concerning academic functions and activities of the University; to provide an orderly manner, including the establishment of Bylaws, through which the faculty may assume its role; to provide for the expression of opinions from others in the University community who are also interested in the academic functions and activities of the University; and, to provide the faculty with the means to conduct such studies as may become necessary to the expression of a responsible opinion.<sup>1</sup>

The records of the senate begin in 1959; however some of the committee's documents were formed before the senate's founding, going back further than the actual Senate records, such as the Library Committee which had reports as early as 1937. Recent Academic Senate Minutes and Agendas, dating from 2000 to present, may also be viewed through the Academic Senate website at: <http://www.yzu.edu/acad-senate/index.html>

**Scope and Content Note**

The materials in this record group were created by the Youngstown State University Academic Senate and its committees. The materials came into the Youngstown State University Archives and Special Collections in two different accessions. The first accession, covering 1959-1998, came from the Circulation department of the library. The second accession, encompassing the years 1966-1998, were transferred from Dr. Nathan Ritchey, Provost's Office, and Dr. Sunil Ahuja, Political Science. The second accession was stored on the third floor of Tod Hall, before being transferred to Archives. A majority of the materials are from the late 1960s to the mid 1980s; the materials are sparse in the late 1990s to the present, possibly due to the fact that they were made available exclusively online.

The materials are in original order, dated chronologically. Series I is the Academic Senate Minutes dating from 1959-2000. Much of the Senate Minutes are complete; however the Committee Minutes 1937-2003 (Series II) are more sporadic, with some dates missing and gaps existing between dates. Some committees started off as one committee but branched off into two for example, the Standards and Events, Honors and

<sup>1</sup> "Academic Senate Charter." Online Posting. Academic Senate Youngstown State University Academic Senate. Retrieved 3 Apr. 2007 <<http://www.yzu.edu/acad-senate/charter.htm>>

Individual Curriculum Program, and Program and Curriculum Committees. Standards and Events are filed together, Honors and ICP are together until ICP branched off, and Program and Curriculum are together until the Curriculum Division branched off. Series III involves correspondence in the Academic Senate, with much of the material from the 1970s and 1980s. Series IV contains the various lists of Academic Senate Members and Committee Appointments throughout the years, some undated. Series V is the Subject File which contains various reports, tally sheets, papers, Ohio Board of Regents papers and pending information, 1970-1991. The last of the series, Series VI, contains audio cassette tapes of various Senate Meetings 1974-1983.

### **Series Description**

Series I:	Academic Senate Minutes
Series II:	Academic Senate Committee Minutes
Series III:	Correspondence
Series IV:	Membership and Appointments
Series V:	Subject Files
Series VI:	Audio

### **Related Materials**

None

### **Index Terms**

Universities and Colleges  
Youngstown State University  
Committees  
Charter  
Bylaws  
Ohio Board of Regents  
Education, Higher- Aims and Objectives  
Curriculum Development  
Universities and Colleges – Administration

### **BOX 1**

#### **SERIES I: ACADEMIC SENATE MINUTES**

<b>Folder</b>	<b>Content</b>
1	1959
2	1960
3	1961
4	1962
5	1963
6	1964
7	1965

8	1966
9	1967
10	1968, Pt. 1 of 3
11	1968, Pt. 2 of 3
12	1968, Pt. 3 of 3
13	1969, Pt. 1 of 4
14	1969, Pt. 2 of 4
15	1969, Pt. 3 of 4
16	1969, Pt. 4 of 4
17	1970, Pt.1 of 4
18	1970, Pt. 2 of 4
19	1970, Pt. 3 of 4
20	1970, Pt. 4 of 4
21	1971, Pt. 1 of 6
22	1971, Pt. 2 of 6
23	1971, Pt. 3 of 6

## **BOX 2**

<b>Folder</b>	<b>Content</b>
1	1971, Pt. 4 of 6
2	1971, Pt. 5 of 6
3	1971, Pt. 6 of 6
4	1972, Pt. 1 of 6
5	1972, Pt. 2 of 6
6	1972, Pt. 3 of 6
7	1972, Pt. 4 of 6
8	1972, Pt. 5 of 6
9	1972, Pt. 6 of 6
10	1973, Pt. 1 of 4
11	1973, Pt. 2 of 4
12	1973, Pt. 3 of 4
13	1973, Pt. 4 of 4
14	1974, Pt. 1 of 6
15	1974, Pt. 2 of 6
16	1974, Pt. 3 of 6
17	1974, Pt. 4 of 6

## **BOX 3**

<b>Folder</b>	<b>Content</b>
1	1974, Pt. 5 of 6
2	1974, Pt. 6 of 6
3	1975, Pt. 1 of 3
4	1975, Pt. 2 of 3
5	1975, Pt. 3 of 3
6	1976, Pt. 1 of 4
7	1976, Pt. 2 of 4
8	1976, Pt. 3 of 4
9	1976, Pt. 4 of 4

10	1977, Pt. 1 of 4
11	1977, Pt. 2 of 4
12	1977, Pt. 3 of 4
13	1977, Pt. 4 of 4
14	1978, Pt. 1 of 3
15	1978, Pt. 2 of 3
16	1978, Pt. 3 of 3
17	1979, Pt. 1 of 3

#### **BOX 4**

<b>Folder</b>	<b>Content</b>
1	1979, Pt. 2 of 3
2	1979, Pt. 3 of 3
3	1980, Pt. 1 of 3
4	1980, Pt. 2 of 3
5	1980, Pt. 3 of 3
6	1981, Pt. 1 of 3
7	1981, Pt. 2 of 3
8	1981, Pt. 3 of 3
9	1982, Pt. 1 of 2
10	1982, Pt. 2 of 2
11	1983, Pt. 1 of 2
12	1983, Pt. 2 of 2
13	1984, Pt. 1 of 3
14	1984, Pt. 2 of 3
15	1984, Pt. 3 of 3
16	1985, Pt. 1 of 3
17	1985, Pt. 2 of 3
18	1985, Pt. 3 of 3

#### **BOX 5**

<b>Folder</b>	<b>Content</b>
1	1986, Pt. 1 of 2
2	1986, Pt. 2 of 2
3	1987, Pt. 1 of 2
4	1987, Pt. 2 of 2
5	1988, Pt. 1 of 2
6	1988, Pt. 2 of 2
7	1989, Pt. 1 of 2
8	1989, Pt. 2 of 2
9	1990, Pt. 1 of 2
10	1990, Pt. 2 of 2
11	1991, Pt. 1 of 3
12	1991, Pt. 2 of 3
13	1991, Pt. 3 of 3
14	1992, Pt. 1 of 2
15	1992, Pt. 2 of 2
16	1993, Pt. 1 of 3

- 17 1993, Pt. 2 of 3
- 18 1993, Pt. 3 of 3

**BOX 6**

<b>Folder</b>	<b>Content</b>
1	1994, Pt. 1 of 3
2	1994, Pt. 2 of 3
3	1994, Pt. 3 of 3
4	1995, Pt. 1 of 2
5	1995, Pt. 2 of 2
6	1996, Pt. 1 of 2
7	1996, Pt. 2 of 2
8	1997, Pt. 1 of 2
9	1997, Pt. 2 of 2
10	1998, Pt 1 of 2
11	1998, Pt. 2 of 2
12	1999
13	2000

**BOX 7**

**SERIES II: ACADEMIC SENATE COMMITTEE MINUTES**

<b>Folder</b>	<b>Content</b>
1	Academic Affairs Committee, 1968-1974
2	Academic Affairs Committee, 1975-1979
3	Academic Affairs Committee, 1980
4	Academic Affairs Committee, 1981
5	Academic Affairs Committee. Academic Affairs Manual. Oct 1988.
6	Academic Deans Council, 1991
7	Academic Planning Committee, 1979-1990
8	Academic Planning Committee, 1991-1998
9	Academic Planning Committee. Academic Master Plan, Nov 1982
10	Academic Programs and Curriculum Committee, 1981-1998
11	Academic Programs and Curriculum Committee, 1999-2001
12	Academic Research Committee, 1975, 1987, 1988, and 1992
13	Academic Standards and Events Committee, 1937-1954
14	Academic Standards and Events Committee, 1955-1965
15	Academic Standards and Events Committee, 1975-1984
16	Academic Standards and Events Committee, 1985-1990
17	Academic Standards and Events Committee, 1991-1997
18	Academic Standards and Events Committee, 1997-2000
19	Action of the Senate, 1977-1978
20	Ad Hoc Calendar Committee, 1977-1981
21	Ad Hoc Pass/Fail Grading Committee, 1972
22	Ad Hoc Quarters/Semester Committee, 1991
23	Ad Hoc Restructuring Committee, 1974
24	Ad Hoc Unconditional Admission Committee, 1984-1986, undated
25	Ad Hoc University-Wide Scheduling Committee, 1969

## **BOX 8**

### **SERIES II: COMMITTEE MINUTES (Continued)**

<b>Folder</b>	<b>Content</b>
1	Administrative Boards and Advisory Committee, 1974-1983
2	Alumni Affairs Committee, 1969-1970
3	Athletic Council Committee, 1969-1970, and 1980
4	Calendar Committee, 1949-1972
5	Constitution and Bylaws Committee, 1943, 1946, 1959, 1968-1973
6	Charter and Bylaws Committee, 1967 and 1975
7	Charter and Bylaws Committee, 1976-1977
8	Charter and Bylaws Committee, 1978-1979
9	Charter and Bylaws Committee, 1980-1981
10	Charter and Bylaws Committee, 1982-1986, 1988-1991
11	Charter and Bylaws Committee, 1991, 1993-1999, undated
12	Charter and Bylaws Committee. Senate Apportionment Charter, 1973-1974, 1976 undated
13	Committee on Undetermined Majors, 1985-1986
14	Computer Committee, 1969-1974
15	Computer Committee, 1975-1978
16	Computer Committee, 1979-1981
17	Computer Advisory Committee, 1978-1980, 1982-1985, 1988
18	Computer Review Committee, 1985-1987
19	Computer Review Committee, 1988-1991, undated
20	Computer Services Committee, 1981-1983, 1985-1992
21	Continuing Education Committee, 1977-1984, 1987, 1990-1991, and 1993
22	Council on Continuing Education, 1964, 1968-1970
23	Council on Teaching Education, 1966-1970
24	Curriculum Committee, 1977-1984, 1989-1991
25	Data Services Committee, 1975-1977

## **BOX 9**

<b>Folder</b>	<b>Content</b>
1	Education Media Committee, 1977
2	Elections and Balloting Committee, 1977-1984
3	Elections and Balloting Committee, 1985-1991, 1993, 1999-2002
4	Elections and Balloting Committee. Election Results, 1976-1979, 1986-1987, 1989, 1993, 1995-1999, undated
5	Ethics Committee, undated
6	Executive Senate Committee, 1950s
7	Executive Senate Committee, 1960s
8	Executive Senate Committee, 1970
9	Executive Senate Committee, 1971
10	Executive Senate Committee, 1972
11	Executive Senate Committee, 1973
12	Executive Senate Committee, 1974
13	Executive Senate Committee, 1976



- 14 Executive Senate Committee, 1977, Pt. 1 of 2
- 15 Executive Senate Committee, 1977, Pt. 2 of 2
- 16 Executive Senate Committee, 1978
- 17 Executive Senate Committee, 1979
- 18 Executive Senate Committee, 1980
- 19 Executive Senate Committee, 1981, Pt. 1 of 2
- 20 Executive Senate Committee, 1981, Pt. 2 of 2
- 21 Executive Senate Committee, 1982
- 22 Executive Senate Committee, 1983
- 23 Executive Senate Committee, 1984
- 24 Executive Senate Committee, 1985
- 25 Executive Senate Committee, 1986
- 26 Executive Senate Committee, 1987
- 27 Executive Senate Committee, 1988-1990
- 28 Executive Senate Committee, 1991
- 29 Executive Senate Committee, 1992-1993
- 30 Executive Senate Committee, 1995-1996
- 31 Executive Senate Committee, 1997
- 32 Executive Senate Committee, 1998-1999
- 33 Executive Senate Committee, 2000
- 34 Executive Senate Committee, 2001
- 35 Executive Senate Committee, 2002
- 36 Executive Senate Committee, 2003
- 37 Faculty Affairs Committee, 1968-1972, Pt 1 of 2
- 38 Faculty Affairs Committee, 1968-1972, Pt. 2 of 2
- 39 Faculty Advisory Committee, 1977-1978, 1982
- 40 General Faculty Meetings, 1968-1971
- 41 General Faculty Meetings, 1972-1973
- 42 Global Awareness Committee, 1991

## **BOX 10**

<b>Folder</b>	<b>Content</b>
1	Graduate Curriculum Committee. 1969-1975
2	Holistic Health Committee, 1990-1991
3	Honors Committee, 1977-1983, 1985-1990, 1992-1997, Pt. 1 of 3
4	Honors Committee, 1977-1983, 1985-1990, 1992-1997, Pt. 2 of 3
5	Honors Committee, 1977-1983, 1985-1990, 1992-1997, Pt. 3 of 3
6	Honors Courses and Program Subcommittee, 1973-1974
7	Individual Curriculum Program, 1976-1977, 1979, 1981
8	International Students Committee, 1970-1974
9	Labor Studies Program, 1978-1979
10	Library Committee, 1937-1949
11	Library Committee, 1951-1969
12	Library Committee, 1970-1971
13	Library Committee, 1972
14	Library Committee, 1973-1975
15	Library Committee, 1976
16	Library Committee, 1977-1978. Pt. 1 of 2
17	Library Committee, 1977-1978. Pt. 2 of 2

18	Library Committee, 1979
19	Library Committee, 1980
20	Library Committee, 1981
21	Library Committee, 1982. Pt 1 of 2
22	Library Committee, 1982, Pt. 2 of 2
23	Library Committee, 1983-1984
24	Library Committee, 1985-1986
25	Library Committee, 1987-1988

## **BOX 11**

<b>Folder</b>	<b>Content</b>
1	Library and Media Services Committee, 1989-1990
2	Library and Media Services Committee, 1991
3	Library and Media Services Committee, 1992, 1997-1998
4	Minority Access/Success Committee, 1990
5	Network Services Committee, 1991-1992
6	Network Services Committee. Universal Transport System Design Guide, 1991-1992
7	Ohio Faculty Senate, 1972-1973
8	Publications Committee, 1961-1975
9	Research Activities Committee, 1983
10	Senate Research Committee, 1977-1978, 1980
11	Senate Council, 1967-1969
12	Stress Management Committee, 1990
13	Student Affairs Committee, 1975-1978, 1982, 1984, 1990-1991
14	Student Discipline Board Committee, 1980-1981
15	Student Academic Grievance Committee, 1975-1981, 1984-1988, Pt 1 of 2
16	Student Academic Grievance Committee, 1975-1981, 1984-1988, Pt. 2 of 2
17	Student Guidance Committee, 1968, 1971-1974
18	Task Force Committee, 1991-1992
19	University Outreach Committee, 1996-1998

## **BOX 12**

### **SERIES III: CORRESPONDENCE**

<b>Folder</b>	<b>Content</b>
1	1976-1977
2	1978-1979
3	1982-1984, undated

### **SERIES IV: SENATE MEMBERS AND COMMITTEE APPOINTMENTS**

<b>Folder</b>	<b>Content</b>
4	1975-1980
5	1981-1989
6	1990-2001
7	undated

## **SERIES V: SUBJECT FILES**

<b>Folder</b>	<b>Content</b>
8	Committee Choices, 1977-1979
9	Application for Student Help, 1982-1983
10	Ohio Board of Regents, 1973-1982
11	Pending Information, 1978-1979
12	Tally Sheets, 1970-1973
13	Senate Preference Forms, 1983
14	Recommendations Towards a Strategic Plan, 1991
15	Search Committee Advertisements for a University President, 1990

## **BOX 13**

## **SERIES VI: AUDIO**

<b>Cassette</b>	<b>Contents</b>
1	Academic Senate Meeting, 1974 Nov 8
2	Academic Senate Meeting, 1975 Jan 17
3	Academic Senate Meeting, 1975 Feb 7
4	Academic Senate Meeting, 1975 Mar 7
5	Academic Senate Meeting, 1975 Apr 4
6	Academic Senate Meeting, 1975 May 2
7	Academic Senate Meeting, 1975 May 2 (cont) and May 16
8	Academic Senate Meeting, 1975 May 16 (cont) and Jun 6
9	Academic Senate Meeting, 1975 Jun 6 (cont)
10	Academic Senate Meeting, 1975 Jun 6 (cont)
11	Academic Senate Meeting, 1975 Oct 3
12	Academic Senate Meeting, 1975 Nov 7
13	Academic Senate Meeting, 1976 Jan 9
14	Academic Senate Meeting, 1976 Jan 9 (cont)
15	Academic Senate Meeting, 1976 Feb 6
16	Academic Senate Meeting, 1976 Feb 6 (cont)
17	Academic Senate Meeting, 1976 Mar 6
18	Academic Senate Meeting, 1976 Mar 6 (cont)
19	Academic Senate Meeting, 1976 Apr 2
20	Academic Senate Meeting, 1976 Apr 2 (cont)
21	Academic Senate Meeting, 1976 May 7
22	Academic Senate Meeting, 1976 May 7 (cont)
23	Academic Senate Meeting, 1976 May 21
24	Academic Senate Meeting, 1976 May 21 (cont)
25	Academic Senate Meeting, 1976 Jun 4
26	Academic Senate Meeting, 1976 Jun 4 (cont)
27	Academic Senate Meeting, 1976 Oct 1
28	Academic Senate Meeting, 1976 Nov 5
29	Academic Senate Meeting, 1976 Dec 3
30	Academic Senate Meeting, 1976 Dec 3 (cont)
31	Academic Senate Meeting, 1977 Jan 7
32	Academic Senate Meeting, 1977 Jan 7 (cont)

- 33 Academic Senate Meeting, 1977 Jan 21
- 34 Academic Senate Meeting, 1977 Jan 21 (cont)
- 35 Academic Senate Meeting, 1977 Feb 4 and Mar 4
- 36 Academic Senate Meeting, 1977 May 6
- 37 Academic Senate Meeting, 1977 May 20
- 38 Academic Senate Meeting, 1977 May 20 (cont)
- 39 Academic Senate Meeting, 1977 Jun 3
- 40 Academic Senate Meeting, 1977 Nov 4
- 41 Academic Senate Meeting, 1977 Dec 2
- 42 Academic Senate Meeting, 1978 Feb 3 and Mar 3
- 43 Academic Senate Meeting, 1978 Mar 3 (cont) and Apr 7
- 44 Academic Senate Meeting, 1978 Apr 7 (cont) and May 5
- 45 Academic Senate Meeting, 1978 May 5 (cont)
- 46 Academic Senate Meeting, 1978 May 19 and May 26
- 47 Academic Senate Meeting, 1978 May 26 (cont)
- 48 Academic Senate Meeting, 1978 Jun 2
- 49 Academic Senate Meeting, 1978 Jun 2 (cont)
- 50 Academic Senate Meeting, 1978 Oct 6
- 51 Academic Senate Meeting, 1978 Oct 6 (cont)
- 52 Academic Senate Meeting, 1978 Dec 8
- 53 Academic Senate Meeting, 1979 Jan 19
- 54 Academic Senate Meeting, 1979 Jan 19 (cont)
- 55 Academic Senate Meeting, 1979 Mar 2
- 56 Academic Senate Meeting, 1979 Mar 2 (cont)
- 57 Academic Senate Meeting, 1979 Apr 6
- 58 Academic Senate Meeting, 1979 Apr 6 (cont)
- 59 Academic Senate Meeting, 1979 Apr 11
- 60 Academic Senate Meeting, 1979 May 4
- 61 Academic Senate Meeting, 1979 May 5
- 62 Academic Senate Meeting, 1979 May 18
- 63 Academic Senate Meeting, 1979 May 18 (cont)
- 64 Academic Senate Meeting, 1979 May 30
- 65 Academic Senate Meeting, 1979 May 30 (cont)
- 66 Academic Senate Meeting, 1979 Nov 7
- 67 Academic Senate Meeting, 1979 Nov 7 (cont)
- 68 Academic Senate Meeting, 1980 Feb 6
- 69 Academic Senate Meeting, 1980 Feb 6 (cont)
- 70 Academic Senate Meeting, 1980 Mar 5
- 71 Academic Senate Meeting, 1980 Mar 5 (cont)
- 72 Academic Senate Meeting, 1980 Apr 2
- 73 Academic Senate Meeting, 1980 Nov 5
- 74 Academic Senate Meeting, 1981 Nov 4
- 75 Academic Senate Meeting, 1981 Dec 2
- 76 Academic Senate Meeting, 1982 Feb 3
- 77 Academic Senate Meeting, 1982 Mar 3
- 78 Academic Senate Meeting, 1982 Apr 7
- 79 Academic Senate Meeting, 1982 May 5
- 80 Academic Senate Meeting, 1982 May 26
- 81 Academic Senate Meeting, 1982 Jun 2
- 82 Academic Senate Meeting, 1982 Oct 6

- 83 Academic Senate Meeting, 1982 Oct 6 (cont)
- 84 Academic Senate Meeting, 1982 Dec 1
- 85 Academic Senate Meeting, 1983 Jan 26
- 86 Academic Senate Meeting, 1983 Jan 26 (cont)
- 87 Academic Senate Meeting, 1983 Feb 2
- 88 Academic Senate Meeting, undated
- 89 Academic Senate Meeting, undated
- 90 Academic Senate Meeting, undated