
****AGENDA****

BOARD OF GOVERNORS
YOUNGSTOWN COLLEGE OF THE YOUNG MEN'S CHRISTIAN ASSOCIATION
Nov. 29, 1932.

- I Statement of last year's financial operation.
- II School enrollment for present school year compared to last year's enrollment.
- III Changes and additions to Faculty.
- IV Budget.
- V Statement concerning reduced bus fare and radius from which students were drawn this year.
- VI Results of Ohio State test.
- VII Should Youngstown College have an Educational Department for teacher training.
- VIII Policy on Rental of the Youngstown College Auditorium.
- IX Appointment of Library Committee.
- X What policy should Youngstown College adopt on refunding tuition?
- XI Reports of Committees:
 - A. Law School Committee.
 - B. Extra Curricular Committee.
- XII Leasing of Trade School Building.

EXHIBIT A.

1. Statement of last year's financial operation.

At the June Board Meeting it was estimated that the surplus for last year's operation would be \$3398.86. The actual surplus was \$2900.40.

2. Enrollment as of November 1, 1931 as compared to November 1, 1932.

SUMMER ENROLLMENT

Liberal Arts Day

<u>1931</u>	<u>1932</u>
64	89 ✓

COLLEGE DIVISION

(Day college is composed of the Liberal Arts Division. Night College is composed of Business Administration School, Law School and Evening Liberal Arts School.)

November 1st.

Year 1931	Year 1932	
Day Night	Day Night	
<u>215 230</u>	<u>331 210</u>	Gain--86
TOTAL--445	TOTAL--531	

PREPARATORY DIVISION

(Preparatory Division includes the High School, Business School and Technical School.)

Year 1931	Year 1932	
Day Night	Day Night	
<u>163 135</u>	<u>80 116</u>	Loss--102
TOTAL--298	TOTAL--196	

TOTAL

<u>1931</u>	<u>1932</u>
745	727

*60% Boys
40% Girls*

3. Changes and additions to Faculty.

LIBERAL ARTS -- Additions

- Denton Doll, full time.
- Mrs. Schuman, full time.
- Karl Benkner, one class.
- Mr. Palison, one class.

The following teachers are college graduates teaching one class receiving no compensation, but permitted to attend college class without being charged tuition: Emogene Beck, Thomas Rankine, Teresa Scarnecchia.

-- Dropped

- Dwight Beede, part time.
- Mrs. Mathewson, part time.

3. Changes and additions to Faculty. (Cont'd.)

BUSINESS ADMINISTRATION -- Additions.
Walter Church

-- Dropped.
Philip Eberhart

HIGH SCHOOL -- Dropped
V. B. Sales
Robert Gillespie
Dorothy Pfau
Kenneth Pickering

ELEMENTARY SCHOOL -- Dropped
E. S. Freed

BUSINESS SCHOOL -- Dropped.
Ruth Greenwood, full time.

4. Budget

See exhibit B.

Operation to date

See exhibit C.

(High School placed on percentage basis.)

At the present time the Day Liberal Arts Faculty is composed of ten full time teachers. According to statistics furnished by the State Department of Education, represented by Dr. Boyd upon his visit, Youngstown College should at the present time have a faculty of twenty full-time teachers. The above recommendation is based on the number of students served per teacher. The teaching load per teacher at Youngstown College having been steadily increased for the past three years. The average teaching load now for the faculty is about twenty percent above the standard set by the Ohio College Association. This is one way in which the College is attempting to economize and meet present economic conditions, but this policy cannot be pursued indefinitely without injuring the college.

5. Statement concerning reduced bus fare and radius from which students were drawn this year.

One of the difficulties encountered in enrolling students from the surrounding towns was the high bus rate. This difficulty was overcome by Youngstown College securing from the P. & O. Bus Company a reduction in fare for commuting students coming from Warren, Niles, and Girard. The regular cash fare from Warren is 45¢, Niles, 30¢, and Girard 15¢. Our students are paying 18 $\frac{3}{4}$ ¢ from Warren, 12 $\frac{1}{2}$ ¢ from Niles, and 6 $\frac{1}{4}$ ¢ from Girard. This reduction in fare enables us to compete on a more satisfactory basis with the branch college which Hiram has established in Warren. This year a much larger number of students enrolled in our Day Liberal Arts College from Niles and Warren than before -- twenty-nine students being secured from the June, 1932, graduating classes in those districts.

5. (Cont'd.)

Mr. Bascom, superintendent of Leavittsburgh High School, did field work from May 15, to September 1st, and spent practically all of his time in conference with students and parents in the Warren, Niles, Girard section. Parents and students in these cities have now been informed as to what courses and program Youngstown College has to offer, and the response was gratifying. At least one conference was held with every student graduating in the June classes of 1932 in these districts, and sometimes as high as three or four conferences were held with the students and parents. Youngstown College enrolls students from 26 surrounding towns. Following is a list of some of the leading high schools and the number of students from each that are now attending Youngstown College:

South, 87	Hartford, 2
Rayen, 63	Lowellville, 4
East, 14	Westfield, 1
Chaney, 9	Scienceville, 4
Struthers, 23	YMCA, 3
Boardman, 7	Ursuline, 3
Warren G. Harding, 9	Fitch, 5
McKinley Hi, 12	Mineral Ridge, 5
North Lima, 2	Springfield Twp., 1
Hubbard, 5	Warren Twp., 1
Girard, 5	McDonald, 1
Sharon Pa., 3	Seminary High-Poland, 1
Liberty, 1	Russell Hi, Kentucky; 1
Memorial, 11	Sue Bennett, Kentucky; 1
Canfield, 4	Enon Joint Hi, 1
Greenford, 1	Salinesville, 1.
St. Charles, Mr., 1	Chatham Hall, Va., 1
Ravenna, 1	Gulfport, Miss., 1
Muncie Central, Ind. 1	Lithuania, 1
Vernon Hi, 1	Adelbert, 1
Perry Hi, Pittsburgh 1	Muskingum, 1

6. Results of Ohio State Test.

	Superior Div.I	Above aver. Div.II	Average Div.III	Below aver. Div.IV	Very lo Div.V
Percentages (Norm Ohio College Association) 30,000 students.	5	20	50	20	5
Percentages (Youngstown College 132 Freshmen stu- dents.)	11.4	32.6	47.7	8.5	0

7. Should Youngstown College have an Educational Department for Teacher Training?

During the first week of October a committee composed of Dr. Boyd and Miss Edith Keller from the State Department of Public Instruction met with the Executive Committee of the Board of Governors at the Youngstown Club to discuss with them the possibility of Youngstown

7. (Cont'd.)

College establishing a Department of Education for teacher training. At the present time the College does not have a program which meets some of the needs of those preparing for teaching, neither does the program comply with the regulations and standards of the State Department for Teacher Training. In addition to the students who are attending the Day Liberal Arts College there are approximately fifty Public School teachers who are continuing their College work here in the evening. There is a need of a worthy group which could be met by some additions and adjustments to our program. Therefore the State Department feels that we should establish a department of Education and they will inspect this department after it is in operation. When the program meets with their approval the College will be in a position to grant a State Provisional Certificate to Public High School Teachers. One problem is to secure permission from the Public Schools to allow our students who are majoring in Education to do practice teaching work in the city schools. There is also the financial obligation to be considered. Whether the College should attempt to establish a Department of Education is a policy for this Board to decide.

8. Policy of Rental of the Youngstown College Auditorium.

There is considerable demand for use of the College Auditorium by various organizations in the city. At present there is no official policy regarding the use of the Auditorium by other than College groups. The use of the Auditorium during the week interferes to a certain extent with classes. Perhaps a committee of the Board should be appointed to formulate a policy to which such questions should be referred, such as when the auditorium should be rented, to whom it should be rented, charges, etc.

9. Appointment of Library Committee.

The College has practically no library excepting in the field of Law. It seems advisable that some thought and consideration should be given to building up a proper school library. Perhaps certain foundations should be approached to see if they would consider giving a certain amount of money for books for Youngstown College Library. Does the Board feel that this is of sufficient importance that a committee should be appointed to study plans and ways in which our library could be enlarged?

10. What policy should Youngstown College adopt on refunding tuition?

At the present time the system of refunding tuition to students who withdraw from the College the first semester is quite complicated and unsatisfactory. A statement has been prepared, outlining the policies which a number of similar schools in the State are operating under. What policy should our school adopt?

10-A Delinquent tuition

The following data will give an idea of the condition of tuition accounts receivable for the school year 1932-33:

Accounts Receivable balances of the schools are as follows:

Liberal Arts, November 23	-----	\$6702.97
Commerce & Finance, " "	-----	489.50
Business School, " "	-----	997.65
Law School, " "	-----	432.50

No payments have been made on 24 contracts of the collegiate division totaling \$1409.50. The Day Liberal Arts accounts receivable show that 82 students are delinquent for a total of \$2529.00. The Business Administration and Law School delinquent balances have not been included in this report.

The unofficial policy of Youngstown College regarding delinquent tuition has been:

- (1) To permit no one to carry more than one semester's balance upon the books.
- (2) Students continually failing to make payments have been excused from class until payment is made or definite arrangements are made for payment of same.

Does the Board desire to appoint a committee to study the cases of students who are delinquent in payment of their tuition, and to adopt an official policy in regard to same?

11. Reports of Committees.

- A. Report of Law School Committee.
- B. Report of Extra Curricular Committee.

12. Leasing of Trade School Building.

The school has been paying the library a rental fee of \$300.00 per year for the use of ground which is occupied by our Trade School. This building has been idle for approximately one and one-half years. We have succeeded in renting it to Mr. James Ross and Mr. Verne Fisher, at the rate of \$50.00 per month for the first four months, and \$60.00 per month thereafter. They will take care of all the repairs which are needed on this building and likewise pay for the insurance on it. This will mean that the school will receive \$490 a year.