



YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44555

January 27, 1977

TO THE TRUSTEES OF
YOUNGSTOWN STATE UNIVERSITY

This notice is to advise you that the next regular meeting of the Board of Trustees will be held on Saturday, February 12, 1977, commencing at 9:30 a.m. in the Art Gallery in Kilcawley Center.

Copies of the Agenda for the Board Meeting will be furnished by the President's office.

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

HWM MM

Copies of the above Notice were mailed on January 27, 1977 to the nine Trustees and the President, as listed on the reverse side of this page.

Hugh W. Manchester

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

Edward J. DeBartolo, Jr.
Edward J. DeBartolo Corp.
7620 Market Street
Youngstown, Ohio 44512

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

Dr. Thomas D. Y. Fok
Mosure, Fok & Syrakis Co. Ltd.
City Centre One Building
Youngstown, Ohio 44503

Mrs. Ann L. Isroff
11 Wildfern Drive
Youngstown, Ohio 44505

William L. Lyden
International Brotherhood of
Electrical Workers Local Union
No. 64

291 McClurg Road
Youngstown, Ohio 44512

William G. Mittler
The Youngstown Vindicator
Vindicator Square
Youngstown, Ohio 44503

John M. Newman
1010 Union Natl. Bank Bldg.
Youngstown, Ohio 44503

Fred C. Shutrump, Jr. President
United Construction Company
3749 Mahoning Avenue
Youngstown, Ohio 44515

Dr. John J. Coffelt, President
Youngstown State University
410 Wick Avenue
Youngstown, Ohio 44555



YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44555

January 27, 1977

Dr. Daniel J. O'Neill
President YSU-OEA
Youngstown State University
410 Wick Avenue
Youngstown, Ohio 44555

Dear Dr. O'Neill:

Enclosed is copy of notice being mailed today relative to meeting of the Board of Trustees of Youngstown State University scheduled for Saturday, February 12, 1977, at 9:30 a.m. in the Art Gallery in Kilcawley Center.

Yours very truly,

Hugh W. Manchester

Secretary to the Board of Trustees

HWM MM

Xc Dr. John J. Coffelt, President
Mr. Carl L. Dennison, Chairman



YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44555

January 27, 1977

Mr. John G. Ingram
1108 Mahoning National Bank Building
Youngstown, Ohio 44503

Dear Mr. Ingram:

Enclosed is copy of notice being mailed today relative to meeting of the Board of Trustees of Youngstown State University scheduled for Saturday, February 12, 1977, at 9:30 a.m. in the Art Gallery in Kilcawley Center.

Yours very truly,

Hugh W. Manchester

Secretary to the Board of Trustees

HWM MM

Xc Dr. John J. Coffelt, President
Mr. Carl L. Dennison, Chairman

MINUTES OF MEETING
of
BOARD OF TRUSTEES
YOUNGSTOWN STATE UNIVERSITY

Kilcawley Center
Saturday, February 12, 1977

Pursuant to Resolution YR 1977-16, adopted at its last regular meeting, and the foregoing Notice which had been mailed on January 27, 1977 to all Trustees (with copies to the President of the University, the President of the YSU Chapter of OEA, and to John G. Ingram, Assistant Attorney General of Ohio), a regular meeting (fifty-third) of the Board of Trustees of Youngstown State University convened at 9:30 a.m. on Saturday, February 12, 1977 in the Art Gallery located in Kilcawley Center.

Seven Trustees were present at the meeting: Carl L. Dennison, Dr. Thomas D. Y. Fok, Mrs. Ann L. Isroff, William J. Lyden, William G. Mittler, John M. Newman and Fred C. Shutrump, Jr. Two Trustees, Dr. Bertie B. Burrowes and Edward J. DeBartolo, Jr., were absent.

Also present were Dr. John J. Coffelt, President, Dr. Earl E. Edgar, Vice President for Academic Affairs, Dr. Karl E. Krill, Vice President for Administrative Affairs, Joseph S. Rook, Vice President for Financial Affairs, Dr. Taylor Alderman, Associate Vice President for Academic Affairs, Dr. Lawrence E. Looby, Special Assistant to the President, John G. Ingram, Assistant Attorney General, Hugh W. Manchester, Secretary to the Board of Trustees; Miss Patricia Davis, Secretary to the President; also present were about 20 Deans, members of the Faculty, Students and representatives of the News Media.

Mr. Dennison, Chairman of the Board, presided and announced that a quorum was present.

ITEM I - Proof of Notice of Meeting

Evidence to establish that due notice of the meeting had been mailed on January 27, 1977 by the Secretary to each Trustee, to the President of the University, to John G. Ingram, Assistant

Attorney General, and to Daniel J. O'Neill, President, YSU-OEA, was presented and is attached to these minutes. An Agenda and supplemental materials had been furnished by the President's office to each Trustee on or about February 7, 1977.

ITEM II - Minutes of Meeting held November 20, 1976

A copy of the draft of the minutes of the fifty-second meeting of the Board of Trustees held on November 20, 1976, had been mailed on December 10, 1976 to each Trustee, to the President, each Vice President, the State Examiner, and to the Assistant Attorney General. The Secretary noted the correction on page 12 of such draft of minutes, in the second line of Resolution YR 1977-11, which had been corrected by insertion of the word "State" in Youngstown State University. There being no further corrections or additions the minutes were approved upon motion made by Mr. Shutrump, seconded by Mrs. Isroff, and duly carried, and the minutes were signed by the Chairman and attested by the Secretary.

ITEM III - Recommendations of the President of the University

1. Resolution to Ratify Faculty-Staff Appointments

Four new appointments to the Faculty and Staff had been reported to the Board by Exhibit A, which accompanied the Agenda for the meeting. After a motion made by Mr. Newman had been seconded by Mr. Shutrump and had received the affirmative vote of each Trustee present, the Chairman declared the following resolution duly carried:

WHEREAS, the Regulations of the Board of YR 1977-17 Trustees direct the President to appoint such employees as are necessary to effectively carry out the operations of the University; and

WHEREAS, new appointments have been made subsequent to the November 20, 1976 meeting of the Board of Trustees; and

WHEREAS, such appointments are in accordance with the 1976-77 budget and with the University policy of Equal Employment Opportunity.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby ratify and confirm the appointments as listed in Exhibit A attached hereto.

2. Resolution Authorizing a New Major in Management Leading to the Degree Bachelor of Science in Business Administration

At the request of the President, Dr. Edgar explained the reasons for the new major which would provide more flexibility in the programming of majors in Management, and he noted that with respect to this proposal the staff of the Board of Regents endorsed the proposal and waived the restrictions created by the Regent's Resolution 1977-35, which is set forth in Communication No. 5.

He reported that the Academic Senate on January 7, 1977 had approved establishing a new major in Management leading to the Bachelor of Science in Business Administration degree, and stated that no new courses or facilities would be needed. The proposed new program is attached as Exhibit B to these minutes and upon motion made by Mrs. Isroff, seconded by Dr. Fok, which received unanimous vote of each Trustee present, the Chairman declared the following resolution adopted:

BE IT RESOLVED, that Youngstown State University is authorized to offer, through the Department of Management of the School of Business Administration, a major in Management leading to the degree Bachelor of Science in Business Administration. YR 1977-18

3. Resolution Authorizing a Two-Year Program in Respiratory Therapy Technology Leading to the Associate in Applied Science Degree

It was reported that the Academic Senate on February 4, 1977 had approved the establishment of a two-year program in Respiratory Therapy Technology, and that such program proposal would require final approval by the Ohio Board of Regents. A copy of the proposal is attached to these minutes as Exhibit C and was recommended to the Board of Trustees by the President.

After a motion by Mr. Newman, which was seconded by Mr. Mittler, had received the affirmative vote of each Trustee present, the Chairman declared the following resolution unanimously carried:

BE IT RESOLVED, that Youngstown State University is authorized to offer, through the Department of Allied Health in the College of Applied Science and Technology, a two-year program in Respiratory Therapy Technology leading to the degree Associate in Applied Science. YR 1977-19

ITEM IV - Report of the President of the University

Dr. Coffelt reported concerning several matters as follows:

1. Governor Rhodes' Executive Budget for 1977-79

Such executive budget includes the Governor's recommendations for higher education, but the press release which reported a 28% increase in the total is misleading and has created false expectations for those not familiar with the details. The 28% figure is a bottom line figure for all higher education and in reality the student subsidy increases amount to only approximately 10.4%. Total increases include many line items other than the subsidy appropriation and is based upon an expected 8% increase in enrollment. It includes \$31,600.00 for the University of Cincinnati, which has become a fully state assisted university, and a \$42,000,000 increase in the annual cost of bonded indebtedness. The executive budget does not cover past underfunding of approximately \$2,200,000 for the present biennium at YSU, which was caused by a 11% enrollment increase and an increase in other costs. Such proposed budget provides no money for mandated increases.

2. Energy Crises

Emergency closings at YSU have been limited to two days only. The University was closed at 4:00 p.m. on January 10 and on January 11 and in the afternoon of January 28, each time because of hazardous weather conditions. There has been no lost time because of gas shortages. On January 17, at the request of The East Ohio Gas Company, the central heating system was switched from natural gas to fuel oil, which was used until February 9. The University was at one point close to closure and a plan for closing had been developed. The extra costs have not yet been totally documented, but it is estimated that the extra cost of using oil instead of gas will amount to almost \$20,000 for fuel alone. The President expressed appreciation for the patience and cooperativeness of faculty, staff and students.

3. Budget

Development of operating budget recommendations for the 1977-78 year has been initiated. Such task cannot be completed before late May or early June because of pending negotiations for a new agreement with the YSU-OEA and because of the complex and discouraging problems involved in projecting state appropriated income. Recommendations will be made through the Budget and Finance Committee of the Board.

4. Sports Complex

The President distributed copies of the current brochure describing the proposed complex and a sheet showing the organization for the public campaign, which contemplates 1,170 contacts through 75 campaigners, under the leadership of William G. Lyden, Jr., for initial gifts; 150 to 200 contacts through 21 campaigners, seeking gifts from industrial, commercial and financial institutions, under the leadership of Thomas J. Travers; 200 to 250 contacts with individuals through 25 solicitors, acting under the leadership of R. Thornton Beeghly; 2,000 to 2,200 community contacts, through 55 currently acting solicitors, covering community, under the leadership of Allen Foxman, and about 25,000 contacts through possibly 1,500 solicitors seeking contributions from alumni and friends, under the leadership of Paul N. Wigton. Solicitation of organized labor is being planned by Frank Leseganich, John T. Smith and J. F. Fiorino. As of February 12, under the leadership of Dr. Stephen Hanzely, 97 pledges aggregating a total of \$67,717 had been obtained from University personnel.

5. Communications

The President reported that Governor Rhodes has taken under advisement institutional concern that it does not become responsible for E.E.O. compliance on state construction projects at college campuses. Communication 7 reports such concern.

Communication 9 reports the decision of Pennsylvania to cease making grants to its residents for student assistance in states outside of Pennsylvania which do not have reciprocal agreements for students attending institutions in Pennsylvania. In the current year YSU has 236 students from Pennsylvania, with grants aggregating \$100,000.

The importance of this problem at YSU was discussed by the Trustees and upon motion by Mrs. Isroff, seconded by Mr. Lyden and carried by the unanimous vote of all Trustees present, the Chairman declared the following resolution unanimously adopted:

RESOLVED that the Board of Trustees of
Youngstown State University urge that
the Governor and General Assembly of the
State of Ohio give serious consideration
to enacting legislation which will per-
mit a grant of state funds to residents

YR 1977-20

of Ohio who wish to attend institutions of higher learning in surrounding states which may make similar grants for the benefit of their own residents who wish to attend institutions of higher learning within the State of Ohio.

6. R. J. Wean Lectureship

The President commented upon the R. J. Wean Lectureship program which is being funded by a \$50,000 grant from The Youngstown Educational Foundation, and which is described in Communication 19.

7. Resignations of Vice Presidents

The President announced the retirement of Dr. Karl E. Krill, who wishes to retire at the end of June in 1977, also the retirement of Mr. Joseph S. Rook as Vice President for Financial Affairs and Associate Professor of Education, which will become effective at the end of August, 1977. The President acknowledged the good services rendered by each of such persons.

The Chairman of the Board appointed a committee of three Trustees to include John M. Newman, Mrs. Ann Isroff and Dr. Bertie B. Burrowes as a Search Committee to assist in seeking replacements of Dr. Krill and Mr. Rook.

ITEM V - Report of the Vice President for Academic Affairs

Dr. Edgar reported concerning four matters as follows:

1. Early Semester System

Upon joining the state system in 1967, YSU changed from the semester to the quarter system, to conform with the desires of the Ohio Board of Regents as respects uniform calendars throughout the state system. Since that time, some state schools, particularly Miami University, have desired other calendars, and in 1974 the Ohio Board of Regents recognized the Early Semester System as one which met its Statement of Policy of Academic Calendar Revision. Miami University changed to an Early Semester System in the fall of 1976 and the University of Akron plans a similar change in the fall of 1978. So far Kent State has not changed, Ohio State has changed to an Early Quarter System, and Bowling Green is considering

a possible change. An ad hoc Calendar Committee of the YSU Academic Senate, which has been studying the matter since April, 1975, reported to the YSU Senate in January of 1977 that it was considering an Early Semester System which would contemplate two semesters of equal rank, each containing 15 weeks of classes and one week of examinations (Fall Semester from Labor Day to about December 20 and the Spring Semester from about January 12 to about May 8, with a one week break at Easter time). Two Summer Semesters of 23 days of class and one day of examinations would be provided. The Senate acted to request that the President appoint a joint committee of administrators, faculty, and students to make a further study and report in the fall of 1977.

2. Faculty Improvement Program

Proposals for a faculty improvement program which would be permitted under Amended H.B. 712 are still under review and may be subject to negotiation at the bargaining session with the YSU-OEA.

3. Summer Commencement

The present scheduling of summer commencement one day after the close of classes requires early reporting of senior grades, and the Senate wishes to abandon such early reporting. See Communication 14. The administration prefers to have commencement prior to September. Mailing of diplomas a week or so after the commencement ceremonies is being considered.

4. Student Academic Grievance Procedure

New student grievance procedures, as approved by the Senate on January 7, 1977, formalize procedures for student grievances and it is hoped that it will meet all requirements for due process.

On motion by Mrs. Isroff, seconded by Mr. Shutrump and unanimously carried, the report of the Vice President for Academic Affairs was accepted.

ITEM VI - Report of the Vice President for Administrative Affairs

Dr. Krill reported concerning the following matters:

1. Proposed Bridge over Wick Avenue and Second Parking Structure

Preliminary designs for such project which had been approved by the Building Committee on January 26 were exhibited to the Trustees and explained. It is estimated that costs may involve \$359,600 for site preparation, \$255,000 for drives from Wick Avenue and Walnut Street, \$3,500,000 for the garage structure, and \$376,819 for the bridge over Wick Avenue. The construction funds available, based on such estimates which are probably conservatively high, would yield a garage capacity of only 1,243 cars. Provision will be made for "add-alternate" bids to permit extra decks up to the limit of available funds.

2. Remodeling of Jones Hall

Funds for architectural services being rendered by George Tanner Smith & Associates of Columbiana have been released by the State Controlling Board and design work is well advanced. The target date for advertising for bids is in late April. The remodeled building is to accommodate all student services: admissions and registration, bursar, financial aid, placement, Graduate School administration and probably counseling.

3. Replacement of Building Roof, T&CC Building

A recent report from Owens-Corning Fiberglas Research Laboratory at Granville, Ohio, indicates that controlled studies of the failures of built-up roofs which contain urethane insulation batts have traced the severe blistering characteristic of such failures to differential expansion between the roofing felts and the batts. The State Architect has been asked to pursue this matter with the associate architect and the supplier of the Urethane Insulation.

4. Bliss Hall Occupancy

Recent legislation requires progressive acceptance of a building as the work of each prime contractor is completed. On January 26 the State Architect and the University accepted the work of the general contractor on Bliss Hall, but work of three other prime contractors has not yet been completed. This has caused new problems and difficulties which involve security problems, the fixing of responsibility for damage and theft and the times at which warranties on equipment and workmanship start running.

In this connection it was reported by Mr. Ingram that The M. J. Kelley Company of Cleveland has filed suit in the Court

of Claims against the Ohio Division of Public Works for additional moneys claimed for the work done on the tunneling in 1972-73 on YSU Campus and that the Attorney General's office is seeking to make YSU a party defendant on the theory that the Department of Public Works was acting as agent for YSU. The President has instructed Attorney Ingram to resist such efforts to bring YSU into the case.

5. Campus Landscaping

Out of \$2,000,000 set aside by the Board in 1973 and 1975 for campus landscaping, approximately \$150,000 was spent on the Butler-Bryson Street area; approximately \$76,900 was spent on the Maag Library area, approximately \$895,500 was spent on the central core area of the campus, and in June, 1976 approximately \$798,000 was transferred from such reserve account, leaving a balance of \$110,116. At its meeting on January 26 the Building Committee authorized that up to \$35,000 of such remaining balance be spent for landscaping and possible sprinkling facilities underground around Bliss Hall, if the funds permit.

6. Assistant Attorney General Report

John G. Ingram, Assistant Attorney General, reported concerning Communication No. 2 which is Opinion No. 76079 by the Attorney General that the rules adopted by state universities need not be filed with the Secretary of State and other locations under the provisions of RC 111.15, as amended by A.M. Sub H.B. 317, effective September 30, 1976.

He also reported that the action of Jayne Stark against Youngstown State University for damages resulting from loss of earnings had been dismissed at the cost of the plaintiff. See Communication No. 12.

Mr. Ingram also reported that the action brought by Leonore Hoffman, et al. against YSU in the Mahoning County Court of Common Pleas, Case No. 75 CV 144, has been decided in favor of the University. See Communication No. 13.

Upon motion by Mr. Shutrump, seconded by Mr. Lyden and duly carried, the reports of the Vice President for Administrative Affairs and of Mr. Ingram were received and approved.

ITEM VII - Report of the Vice President for Financial Affairs

Mr. Rook reported concerning the following matters:

1. The Report of Examination of Youngstown State University covering the period from July 1, 1971 through June 30, 1975, made by the Department of the Auditor of State, was duly filed on February 8, 1977 and a copy has been received by the Secretary of the Board of Trustees. Mr. Rook stated that an examination of such report clears Youngstown State University of any wrongdoings and that it is a good report.

Upon motion by Mr. Newman, seconded by Mr. Lyden and unanimously carried, it was

RESOLVED that the Report of Examination made by the Department of the Auditor of the State of Ohio of the affairs of Youngstown State University for the period from January 1, 1971 to June 30, 1975 be received and filed. YR 1977-21

2. Mr. Rook reported that grievances by classified employees with respect to reclassifications would be effective with back pay since January 4, 1976, and that a number of such grievances have not yet been determined. See Communication No. 15.

3. Mr. Rook also commented upon a schedule of Current Revenues and Expenditures for the period July 1, 1976 to December 31, 1976, copies of which had been furnished to each Trustee. New rules as respects record keeping, as well as delay in the receipt of some funds, make such report difficult to compare with prior similar reports.

Upon motion by Mrs. Isroff, seconded by Mr. Lyden and duly carried, Mr. Rook's report was accepted.

ITEM VIII - Reports of the Committees of the Board

1. Building and Property Committee

(a) Resolution to Recommend Employment of Architectural Services

Mr. Lyden reported that the Deputy Director of the Division of Public Works of the State of Ohio transmitted to the University, on December 10, 1976, the names of three architects qualified for the design of the All-Sports Complex. An ad hoc selection committee comprising two members from the All-Sports Complex Committee, one member from the Building Committee of the Board of Trustees, and two members from the

University administration, interviewed these architects and voted the following motion:

"The presentations by these three architect firms have impressed upon us the complexity of this design problem. We are agreed that experience in the special field of sports facilities must be one of the important selection criteria. Of equal importance is close coordination of the architectural with the several engineering skills generating the final design, making it highly desirable that the associate architects have all these talents integrated in one office. Keenly aware of the responsibility we have to protect the interests of the State, the University and the community donors who have made this project possible, I move that we recommend as associate architects The Osborn Company, whose outstanding record of accomplishment in the field of sports facilities places them distinctly in top position. They have demonstrated that they meet our criteria preeminently."

At a meeting on January 26, 1977 the Building Committee of the Board of Trustees endorsed the action of the ad hoc selection committee.

After a motion which was made by Mr. Lyden, seconded by Mr. Shutrump, had received the affirmative vote of each Trustee present, the Chairman declared the following resolution duly carried:

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University recommends The Osborn Company of Cleveland, Ohio as the architect to be employed for the All-Sports Complex. YR 1977-22

2. Budget and Finance Committee

No report

At this point the Trustees adjourned into executive session to discuss matters relating to personnel.

3. Personnel Relations Committee

The Trustees reconvened in the Art Gallery after their informal discussions, following which Mr. Newman reported that the Personnel Relations Committee had had several recent meetings.

(a) Resolution on Earned and Courtesy Rank
for Professional Administrative
Personnel

Mr. Newman reported that the Committee recommended approval of the proposed Policy on Earned and Courtesy Rank for Professional Administrative Personnel as set forth in Exhibit D, and he moved for adoption the following resolution:

BE IT RESOLVED, that the Policy on Earned and Courtesy Rank for Professional Administrative Personnel attached hereto as Exhibit D is hereby adopted by the Board of Trustees of Youngstown State University, and shall be incorporated as Section 17 of Article III of the Policies of the Board of Trustees of Youngstown State University; and YR 1977-23

BE IT FURTHER RESOLVED, that any policies previously adopted which may be inconsistent or in conflict with this policy are hereby rescinded.

The motion was seconded by Mr. Shutrump and after receiving the affirmative vote of all of the Trustees present was declared unanimously carried by the Chairman.

(b) Resolution to Authorize Election to Determine if Classified Employees Desire Exclusive Recognition

Mr. Newman read and offered for adoption the following resolution:

WHEREAS, the Board of Trustees of Youngstown State University has received correspondence requesting recognition of an organization to negotiate a collective bargaining agreement on behalf of certain classified civil service employees; and YR 1977-24

WHEREAS, the Board is uncertain whether collective bargaining is desired by the majority of such employees.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University hereby authorizes the President to set a date for and to provide for the conduct of an election to determine whether collective bargaining is desired by regularly employed classified civil service employees of the University.

BE IT FURTHER RESOLVED, that the President is hereby authorized to establish a written list of employees for whom membership in such a unit is appropriate, and who shall be eligible to vote on such issue; provided however that such list may not include supervisors, management level employees, confidential employees or security personnel.

BE IT FURTHER RESOLVED, that if more than fifty percent of those eligible to vote cast ballots in favor of collective bargaining, the President shall set a date for and provide for the conduct of an election within thirty days thereafter for the purpose of permitting such employees to select one bargaining agent to represent all such employees for the purpose of negotiating a contract.

BE IT FURTHER RESOLVED, that the President is hereby authorized to establish procedures and conditions pursuant to this Resolution which shall assure fairness and equity.

The motion was seconded by Mr. Lyden and after receiving the affirmative vote of each Trustee present was declared unanimously adopted by the Chairman.

4. Student Affairs Committee

Dr. Fok read a copy of the minutes of the meeting of the Student Affairs Committee held November 30, 1976, which took under consideration a proposal that the alcoholic beverage policy for Kilcawley Center be changed to permit the sale of 3.2 beer on the second floor and the sale of ale, stout and other malt liquors above 3.2% and not to exceed 7% in alcohol, as well as the sale of wine and prepared and bottled cocktails for consumption upon the premises, and also a D-3 Permit for the sale of spiritous liquors and wine by the individual drink for consumption on the premises. The matter was discussed by the Trustees and the President stated that the subject was

awaiting further study. After such discussion and upon motion by Mr. Newman, seconded by Mr. Lyden and duly carried, the Chairman declared the following resolution duly adopted:

RESOLVED that any changes in proposed rules and regulations as respects the sale of alcoholic beverages in or about Kilcawley Center be referred back for Board approval before any such changes are made effective by the administration. YR 1977-25

ITEM IX - Communications

The following communications had been submitted with the Agenda:

Letter of Dr. O'Neill, President of YSU-OEA, to President Coffelt, dated November 26, 1976, regarding negotiating an agreement	1
Attorney General Opinion No. 76 079, dated December 10, 1976, regarding filing rules with Legislative Reference Bureau	2
Memorandum of Mr. Leonelli, Director of Campus Development, dated December 15, 1976, regarding Jones Hall Remodeling	3
Letter of Mr. Mark, Director, NASA-Ames, to President Coffelt, dated December 17, 1976, regarding approval of YSU as a participating institution under Consortium Agreement	4
OBOR Resolution 1977-35 regarding new degree programs	5
Professional Legal Services rendered in 1976	6
Letter of Mr. Moyer, Executive Assistant to the Governor, dated December 21, 1976, regarding EEO compliance on state construction projects	7
Memorandum of Renee Petersen, 1-UC, dated December 22, 1976, regarding ad hoc committee on collective bargaining legislation	8

Letter to Mr. Reeher, Executive Director, Higher Education Assistance Agency, dated December 23, 1976, regarding re- ciprocitiy	9
Letter to YSU and YSU-OEA regarding appointment of an arbitrator	10
Administrative Regulations Governing the Use of Concert Promoters	11
Judgment Entry and Order in the case of Stark v. YSU dismissing Plaintiff's Complaint and Plaintiff's costs	12
"Announcement of Decision" in the case of Leonore Hoffman, et al. v. YSU, in favor of YSU	13
Letter of Academic Senate, dated January 26, 1977, regarding recommendation to dis- continue early reporting of summer session grades	14
Memorandum of Vice President Rook, dated January 23, 1977, regarding implementation of reclassifications of certain classi- fied civil service employees	15
Winter 1977 enrollment summary	16
M. J. Kelley Corp. vs Ohio Department of Administrative Services, Motion to make YSU a party defendant	17
Student Academic Grievance Procedure	18
R. J. Wean University Lectureship Program	19
Letter to Mr. Recchie, Office of the Attorney General, dated January 27, 1977, regarding executive sessions	20
Correspondence regarding retirement	21
Faculty Collective Bargaining - Memoran- dum of Understanding	22

ITEM X - New Business

There being no new business to consider it was reported that the next commencement exercise would be held on Saturday, March 26, 1977.

Mrs. Isroff suggested the possible study of guidelines for Trustees as proposed by the Association of Governing Boards. It was reported that a meeting of the Association of Governing Boards will be held at Williamsburg, Virginia on March 14-15, 1977 and that all Trustees are encouraged to attend.

ITEM XI - Time and Place of Next Regular Meeting

Upon motion duly made, seconded and carried, the following resolution was declared duly adopted:

RESOLVED that the next regular meeting of the Board of Trustees of Youngstown State University will be held at 9:30 a.m. on Saturday, April 23, 1977 in the Art Gallery in Kilcawley Center. YR 1977-26


Chairman

ATTEST:


Secretary to the Board of Trustees

YOUNGSTOWN STATE UNIVERSITY
 Resolution to Ratify Faculty/Staff Appointments
 Since November 20, 1976

<u>NAME</u>	<u>TITLE</u>	<u>DEPARTMENT</u>	<u>DATE OF EMPLOYMENT</u>	<u>ANNUAL SALARY</u>	<u>CONTRACT MONTHS</u>	<u>COMMENTS</u>
Brady, Donald L.	Assistant Professor	Marketing	September 15, 1977	\$17,500	9	\$18,000 if Ph.D completed by 9/15/77.
Downing, Marie E.	Serial Librarian	Library	December 6, 1976	\$14,796	12	
Garriel, Jr., Federico V.	Chief Engineer Central Utility Plant	Physical Plant	January 3, 1977	\$15,000	12	
Pullman, Howard	Assistant Director Project Director	Teacher Corps*	January 17, 1977	\$24,000	9	

*Funded by Department of Health, Education and Welfare

Agenda Item D.1.
 Exhibit A

PROPOSED NEW MAJOR - MANAGEMENT
YOUNGSTOWN STATE UNIVERSITY

1. DESIGNATION OF THE NEW MAJOR, WITH A BRIEF DESCRIPTION OF ITS PURPOSE:

The proposed new major is the Management major to be offered in the Department of Management. The objective of this major is to provide the students with necessary theoretical background and practical knowledge needed for entry level managerial/supervisory positions. This major will also enable persons already working in managerial positions to improve their skills and capability to become more effective managers and prepare them for higher responsibilities.

The major suggested has maximum flexibility to accommodate students from liberal arts schools and technical and community colleges. It will enable students to take areas of concentration in other fields through minors; for instance, a student taking this major can minor in psychology, mathematics, computer science, marketing, finance, etc., which in turn will provide the student with a broad managerial background and training in specific functional areas.

The program proposed will provide necessary background for graduate studies in business administration as well.

2. DESCRIPTION OF PROPOSED CURRICULUM:

The proposed curriculum attached will meet all the requirements for accreditation by the American Association of Collegiate Schools of Business. No additional or new courses will be needed to implement the new major. All courses indicated in the major are presently offered at the institution.

3. ADMINISTRATIVE ARRANGEMENTS FOR MAJOR:

The new major will be administered by the Management Department of the School of Business Administration. No additional staff for administrative purposes is anticipated.

4. EVIDENCE OF NEED FOR NEW MAJOR:

A survey of the programs offered by the different institutions in this geographic area reveal that all these institutions do have a major in management. We do not have such a program at present. The proposed major will provide such a program which is very much necessary if we are to provide the students with the knowledge and training necessary for managerial/supervisory positions and to make our programs more business/community demand oriented.

5. PROSPECTIVE ENROLLMENT:

We have 1019 students in the department enrolled in General Administration, Industrial Management, Transportation Management and Public Administration. We have been receiving requests from students in other schools such as Technical and Community College, Arts and Sciences, and Engineering for a Management program. Hence, we do expect to attract new students to the proposed program even though there may be some transfers from the existing programs to the new major.

6. FACULTY AND FACILITIES AVAILABLE FOR PROGRAM AND THEIR ADEQUACY:

A brief listing of the faculty members of the department and their academic backgrounds is attached. All the courses in the proposed program are at present being offered in the institution and therefore, no new facilities to meet the needs of this new program are foreseen or requested.

7. NEEDS FOR ADDITIONAL FACILITIES AND STAFF AND PLANS FOR MEETING THESE NEEDS:

No additional facilities and staff will be needed to offer this new major.

8. PROJECTED FINANCIAL NEEDS:

The new major will not call for any additional commitment, since the courses needed for the program are already being offered at present in this institution.

9. CONSULTANTS:

No outside consultants or advisors were used in developing this new major. The program was developed by the department faculty with input from students. Programs offered by other institutions in the State of Ohio were reviewed and necessary modifications were made to meet the requirements of the students of this area, the facilities and resources of Youngstown State University, and AACSB Accreditation Standards. The program has been approved by the department and the School of Business Administration Curriculum Committee.

MANAGEMENT MAJOR

Management

Suggested Curriculum for the degree of Bachelor of Science in Business Administration with the Major in Management:

The Management curriculum requires a total of 186 quarter credit hours.

FIRST YEAR (44 QUARTER HOURS)

ECON 520 Principles of Economics I	3
ENGL 550-551 Basic Composition I, II	8
MATH 542 Special Topics of Algebra	5
MGT 511 Introduction to Business	3
PSYCH 501 Introduction to Psychology	3
SOCIAL STUDIES Electives	4
SCIENCE Electives	8
H&PE 590 Health Education	3
H&PE Activity Courses	3
Elective	4
TOTAL	<u>44</u>

SECOND YEAR (49 QUARTER HOURS)

ACCTG 605 Elementary Accounting I	5
ACCTG 606 Elementary Accounting II	5
ACCTG 710 Introduction to Accounting Systems and Data Processing or the equivalent	4
ECON 621 Principles of Economics II	3
ECON 622 Principles of Economics III	4
ECON 704 Economics and Social Statistics I	4
ENGL 600 level Literature elective	4
MKTG 624 Fundamentals of Marketing	5
PHILOSOPHY & RELIGIOUS STUDIES Elective or HUMANITIES Elective	4
POL SCI 601 American National Government	4
SPEECH 652 Business and Professional Speech	3
Elective	4
TOTAL	<u>49</u>

THIRD YEAR (48 QUARTER HOURS)

ACCTG 713 Basic Cost Accounting	5
FIN 720 Business Finance	4
MGT 712 Business Letters	3
MGT 715 Business Law I	4
MGT 725 Fundamentals of Management	4
MGT 750 Human Behavior in Organizations	4
MGT 837 Management Science	4
MGT UPPER DIVISION Electives	8
MGT 710 Basic Public Relations	3
Electives	9
TOTAL	<u>48</u>

FOURTH YEAR (45 QUARTER HOURS)

MGT 804 Personnel Management	4
MGT 819 Production Management	4
MGT 850 Policy Formulation and Administration	4
MGT 855 Business Ethics	3
MGT UPPER DIVISION Electives*	10
MKTG 815 Marketing Research	4
UPPER DIVISION Electives	6
Electives	10
TOTAL	<u>45</u>

Major:* 45 or more hours in Management with a grade of "C" or better in courses numbered 600 or above (exclusive of Mgt. 715). Management electives toward the major to be determined by the student in consultation with the major Faculty advisor and approval of the Chairman of the Management Department from the following courses: Mgt. 705 (4), 713 (3), 716 (4), 719 (3), 726 (4), 728 (3), 740 (4), 746 (3), 761 (4), 820 (4), 851 (3), 860 (4), 870 (4), 871 (4).

Minor: 21 or more hours with a grade of "C" or better in a related field. The courses for the minor to be determined by the student in consultation with the minor Faculty advisor and approval of the Chairman of the Management Department.

Upper Division Hours required (700 and 800): 75.

ASSOCIATE IN APPLIED SCIENCE PROGRAM IN RESPIRATORY THERAPY TECHNOLOGY

The Allied Health Department of Youngstown State University proposes to offer a two-year program in Respiratory Therapy Technology. The information supplied is a condensed version of a proposal being prepared for the Ohio Board of Regents and the Joint Review Committee for Respiratory Therapy Education. The program will go into effect the Fall Quarter of the 1977-78 academic year.

I. THE PROPOSAL

It is proposed that an associate program leading to the degree Associate in Applied Science be established in

RESPIRATORY THERAPY TECHNOLOGY

Similar programs are offered by The University of Akron, University of Cincinnati, Columbus Technical Institute, Cuyahoga Community College, Lakeland Community College and Sinclair Community College. Ohio State University offers a baccalaureate program in Respiratory Therapy.

II. THE PROPOSED CURRICULUM

The proposed program meets university requirements and the Ohio Board of Regents standards for associate programs. Standards set by the Joint Review Committee for Respiratory Therapy Education responsible for accrediting such programs are also satisfied. The program has the objective of preparing registered therapists who, under physician's direction/orders, will administer oxygen, other gases and medication, and operate equipment for patients with respiratory diseases in: public or private hospitals, or in private corporations or research laboratories. Twelve new courses are required to be approved.

III. PROGRAM ADMINISTRATION

The proposed program will be administered by the Allied Health Department of the College of Applied Science and Technology which is responsible for technical education programs in the health related areas. This same administrative structure is employed in other schools offering this program.

IV. PROGRAM JUSTIFICATION

Justification is based on the need to respond to 1) community needs for such a program as expressed by area hospital administrators and personnel, through an advisory committee, and surveys conducted by the Mahoning and Shenango Area Health Education Network (the response was overwhelmingly positive) 2) the high level of interest expressed by students in high school through school counselors by means of a survey conducted and tabulated by them 3) the high level of interest expressed by students from the YSU student body and students of other universities through the large number of inquiries received weekly by the Allied Health Department (the only similar such college programs in a radius of 60 miles are in Akron and Cleveland) 4) further evidence of need (several pressures are working to increase the demand for Registered Therapists), among them are:

A. On-the-job training no longer provides entry to Respiratory Therapy so the supply of personnel by this means will gradually disappear.

B. Respiratory Therapy is now subject to the stringent Standards of the Joint Commission's Accreditation of Hospitals which call for high professional standards for all personnel, careful documentation and record-keeping, and vastly improved in-service training.

C. A technological explosion has led to a tremendous increase in sophisticated equipment, techniques, and services.

D. As a greater part of our population live into old age, and federal and state standards become more explicit, it appears inevitable that Respiratory Therapy will be required in extended-care facilities and nursing homes.

E. Group medical practice in private clinics is growing, and the traditional nurse-receptionist is being complemented by allied health personnel, including skilled Respiratory Therapists and Technicians.

F. As recently as five years ago, even a large hospital felt well-staffed if they had one registered or certified person with a staff of 5 to 10 assistants. Today at least one registry-eligible therapist is minimal for even a medium-sized hospital, and staffs of 15 to 30 are common. The above-mentioned trends indicate this expansion will continue into the future.

V. PROSPECTIVE ENROLLMENT

A survey of 86 local high schools, 50 responding, reported a potential of 60 or more students for the Fall Quarter. A similar survey conducted among hospital personnel indicated an additional 31 people interested in enrolling in a program at YSU. Six area hospitals have indicated a desire to affiliate and provide the necessary clinical training for students in the program. Clinical instruction as determined by the Accrediting Association for Respiratory Therapists requires that there be one instructor for every five students and thus it is anticipated that enrollment will be limited to 20 or 25 students each Fall Quarter.

VI. REQUIRED RESOURCES

The necessary resources for implementation of the new program already exist. The didactic phase will take place in the new CAST Building and the clinical, in each of the affiliated hospitals. A registered Respiratory Therapist is in the process of being hired and will join the Allied Health faculty soon. The registered clinical personnel already in the employ of each hospital will conduct the clinical courses. It will require that twelve new courses be approved for this program.

VII. SUMMARY AND CLASSIFICATION OF CURRICULUM

The proposed Respiratory Therapy Technology curriculum is summarized on the following pages. A breakdown of the curriculum showing the classification of each course is also given.

The curriculum is designed to:

- 1) satisfy and exceed the minimum essential requirements of the Joint Review Committee for Respiratory Therapy Education (JRCRTE).
- 2) conform to the associate degree program requirements of the Youngstown State University and the Ohio Board of Regents.

Respiratory Therapy Technology

Course Descriptions

- RT 501. Introduction to Respiratory Therapy. The scope of the respiratory therapy field as a whole, the duties and responsibilities will be included. A discussion of important calculations for respiratory therapy with emphasis on specific applications current in medical practice. Hospital visits will be included. 3 q.h.
- RT 502. Introduction to Respiratory Therapy Equipment. A clinical study of the apparatus utilized in providing respiratory care. One hour lecture; 15 hours clinical. 4 q.h.
- RT 503. Respiratory Procedures I. A discussion of the administration of oxygen and other therapeutic gases to include indications and contraindications. Discussion of aerosol, humidity and ultrasonic therapy, intermittent positive pressure breathing, and chest physiotherapy. Three hours lecture; three hours lab. Prereq.: MA 605. Must be taken concurrently with RT 504. 4 q.h.
- RT 504. Clinical Practice I. Practice in administering oxygen and other therapeutic gases on the patient by means of cannula, cathetic, and mask humidifiers by pre-filled, disposable or permanent humidifiers. Clinical use of ultrasonic nebulizers, IPPB machines and chest physiotherapy. Maintenance and sterilization of equipment relating to the prevention of nosocomial infections. Thirty hours clinical. Must be taken concurrently with RT 503. 6 q.h.
- RT 601. Respiratory Procedures II. A study of the principles and practices of airway management, cardiopulmonary resuscitation, and emergency procedures. A discussion of manual resuscitators, airways and other equipment needed in management of patient airways. Three hours lecture; three hours lab. Prereq.: RT 503. 4 q.h.
- RT 602. Clinical Practice II. Emphasis on airway management, cardiopulmonary resuscitation and emergency procedures related to the apneic patient. Management of patients on mechanical ventilators with blood gas analysis. Maintenance of equipment used in these procedures. Twenty hours clinical. Must be taken concurrently with RT 601. 4 q.h.
- RT 603. Pathology for Respiratory Therapy. Types of inflammation. Pathology of respiratory and cardiovascular systems. Three hours lecture; three hours lab. Prereq.: Biol. 552 and Biol. 560. 4 q.h.
- RT 604. Respiratory Procedures III. Therapy using pressure and volume ventilation. Mental and emotional aspects of respiratory therapy. Three hours lecture; three hours lab. Prereq.: RT 601. 4 q.h.

RT 605. Clinical Practice III. Operation and maintenance of pulmonary function equipment and the drawing and interpretation of arterial blood gases. Twenty-five hours clinical. Prereq.: RT 602. 5 q.h.

RT 606. Pulmonary Function and Blood Gas Analysis. Ventilatory and respiratory insufficiency problems that can be diagnosed and evaluated by pulmonary function studies to include alveolar-arterial oxygen gradients and carbon monoxide diffusion studies. Evaluation of normal and abnormal acid-base balance through blood gas analysis. Prereq.: RT 601. 4 q.h.

RT 607. Clinical Practice IV. Advanced studies of mechanical ventilation, pulmonary functions, blood gases, and adult and pediatric respiratory therapy. Twenty-five hours clinical. Prereq.: MA 680, RT 605. 5 q.h.

RT 608. Clinical Specialties. Respiratory therapy applications in medical practice, including pathology, internal medicine, neurology, surgery, pediatrics and obstetrics. Emphasizing the role of the respiratory therapist as a member of the specialized health care team. 4 q.h.

Respiratory Therapy Curriculum

FIRST YEAR		Clock Hours			Credit Hrs.			Total Credit Hrs.
		<u>Lec</u>	<u>Lab</u>	<u>Clinic</u>	<u>Basic</u>	<u>Non Tech</u>	<u>Tech</u>	
Fall Quarter								
Biol	551	Physiology and Anatomy of Man I	3	2		4		4
Chem	502	Survey of Chemistry II	3	3		4		4
RT	501	Introduction to Respiratory Therapy	3				3	3
Biol	560	Paramedical Microbiology	3	3		5		5
			<u>12</u>	<u>8</u>		<u>13</u>	<u>3</u>	<u>16</u>
Winter Quarter								
MA	610	Patient Care for Paramedical Sciences	3	3			4	4
Engl	550	Basic Composition I	4				4	4
Biol	552	Physiology and Anatomy of Man II	3	2		4		4
Chem	503	Survey of Chemistry III	3	3		4		4
			<u>13</u>	<u>8</u>		<u>8</u>	<u>4</u>	<u>16</u>
Spring Quarter								
Phys	501	Fundamentals of Physics	4			4		4
MA	605	Introduction to Pharmacology	4				4	4
RT	502	Introduction to Respiratory Equipment	1		15hrs/wk		4	4
Engl	551	Basic Composition II	4			4		4
			<u>13</u>		<u>15</u>	<u>4</u>	<u>4</u>	<u>16</u>
Summer Quarter								
Psych	501	Introduction to Psychology	3				3	3
RT	503	Respiratory Procedures I	3	3			4	4
T	504	Clinical Practice I	6	3	30hrs/wk		6	6
			<u>6</u>	<u>3</u>	<u>30</u>		<u>3</u>	<u>13</u>

			<u>Lec</u>	<u>Lab</u>	<u>Clock Hours Clinic</u>	<u>Basic</u>	<u>Credit Hrs. Non Tech</u>	<u>Tech</u>	<u>Total Credit Hrs.</u>
SECOND YEAR									
Fall Quarter									
RT	601	Respiratory Procedures II	3	3				4	4
RT	602	Clinical Practice II			20hrs/wk			4	4
RT	603	Pathology for Respiratory Therapy	3	3				4	4
H&PE	590	Health Education Elective	3				3		3
			<u>2</u>				<u>2</u>		<u>2</u>
			<u>11</u>	<u>6</u>	<u>20</u>		<u>5</u>	<u>12</u>	<u>17</u>
Winter Quarter									
RT	604	Respiratory Procedures III	3	3				4	4
RT	605	Clinical Practice III			25hrs/wk			5	5
Soc	500	Fundamentals of Sociology	4				4		4
RT	606	Pulmonary Function and Blood Gas Analysis	<u>3</u>					<u>3</u>	<u>3</u>
			<u>10</u>	<u>3</u>	<u>25</u>		<u>4</u>	<u>12</u>	<u>16</u>
Spring Quarter									
MA	502	Law and Ethics	4					4	4
BET	740	Records Systems - Theory and Practices	3			3			3
RT	608	Clinical Specialties	4					4	4
RT	607	Clinical Practice IV			25hrs/wk			5	5
			<u>11</u>		<u>25</u>	<u>3</u>		<u>13</u>	<u>16</u>
GRAND TOTAL			76	28	1150	28	20	62	110

Clinic equivalent: 1 credit hour = 5 clinic hrs.

Prerequisites: High School Chemistry
High School Biology
High School Physics
Algebra I and
Algebra II or Geometry

YOUNGSTOWN STATE UNIVERSITY
POLICY ON EARNED AND COURTESY RANK
FOR PROFESSIONAL ADMINISTRATIVE PERSONNEL

DEFINITIONS:

Tenure. Tenure at YSU is the right of those holding Earned Rank to continued employment following completion of a specified probationary period. Written notice will be given that Tenure has been granted.

Earned Rank. (Academic rank) is a title held by teaching faculty members in departments offering instruction for academic credit, viz.: Instructor, assistant professor, associate professor, professor. Such rank is acquired by and granted to an individual at the time of initial employment by virtue of possession of a set of qualifications (based upon education, training, and experience) established for a particular teaching position in an academic department. Subsequently, any change in an individual faculty member's Earned Rank is determined by the promotions process.

Courtesy Rank is distinguished from Earned Rank in that it is attached to a position and not to a person. Such rank does not lead to Tenure.

APPLICATIONS:

1. Vice President - Individuals holding the title of Vice President, Assistant Vice President or Associate Vice President shall receive a three-year contract renewable for three-year periods by mutual consent. Such persons may be granted appropriate Courtesy Rank. The name of the School/College or discipline may be attached to the rank if reasonable credentials in such an area are held (e.g., business, education, philosophy).

2. Academic Deans - (full, associate and assistant)

- a) Individuals holding the title of dean, associate or assistant dean and who held Earned Rank and Tenure prior to the adoption of the policy may retain both Earned Rank and Tenure, and in such event shall continue to receive annual contracts.
- b) Individuals appointed to a deanship subsequent to the adoption of this policy and who hold Earned Rank and Tenure in an academic department at Youngstown State University at the time of the appointment to the deanship, may retain Earned Rank and Tenure for a period not to exceed two years. At the end of the two-year period, if the person remains in the deanship, the Earned Rank and Tenure shall terminate, and he or she shall be entitled to receive commensurate Courtesy Rank. Such individuals shall be given a three-year appointment, renewable for three-year periods by mutual consent.
- c) Individuals who are appointed to a deanship subsequent to the adoption of this policy who do not hold Earned Rank and Tenure in an academic department in the University at the time of appointment to the deanship, may hold Courtesy Rank but are not eligible for Earned Rank or Tenure. In lieu thereof, such individuals shall receive a three-year contract renewable for three-year periods by mutual consent.

3. Department Chairmen

- a) Individuals holding the position of department chairman shall retain Earned Rank, eligibility for Tenure and the option of returning to full-service faculty status in the department in which the rank and tenure were earned.

4. Other Administrative Positions

- a) The practice of giving Earned Rank to employees in non-teaching and administrative units or offices of the University shall no longer be followed.
- b) Those employees holding Earned Rank at the time of adoption of this policy who (1) regularly teach classes and (2) whose salary is budgeted, in part, to a teaching department may continue to hold Earned Rank and shall retain the option of returning to full-service faculty status in the department in which their rank and Tenure were earned.

5. Faculty members and academic department chairmen who hold Earned Rank and have acquired Tenure in an academic department at YSU and who subsequently accept some administrative appointment at YSU, other than an academic deanship, shall retain their Earned Rank and Tenure in the department in which they were earned for a period not to exceed one full year from the date of appointment to the non-academic position or from the date of enactment of this policy. At the end of the period, if the person remains in the administrative position, the Earned Rank and Tenure shall terminate. At the end of any quarter during the trial period, the person may at his or her request, or supervisor's request, be returned to the department in which Earned Rank and Tenure are held (with seniority from the date of initial full-service employment in that department).
6. All employees holding Earned Rank at the time of adoption of this policy who are not entitled to retain such rank hereunder shall have a period not to exceed one year from such date to return to teaching. At the

end of the one-year period, if the person remains in an administrative position, Earned Rank and Tenure shall terminate.

7. A nine-month faculty salary component shall be identified and maintained for all employees holding Earned Rank.



YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44555

March 12, 1977

Trustees of
Youngstown State University

Enclosed is draft of minutes of the Meeting of
Trustees held on February 12, 1977.

Yours very truly,

Secretary to the Board of Trustees
of Youngstown State University

HWM MM

Enclosure

These minutes mailed to the following on March 12, 1977:

Dr. Bertie B. Burrowes
Edward J. DeBartolo, Jr.
Carl L. Dennison
Dr. Thomas D. Y. Fok
Mrs. Ann L. Isroff
William J. Lyden
William G. Mittler
John M. Newman
Fred C. Shutrump, Jr.

Dr. John J. Coffelt, President
Dr. Earl E. Edgar, Vice President
for Academic Affairs
Dr. Karl E. Krill, Vice President
for Administrative Affairs
Dr. Joseph S. Rook, Vice President
for Financial Affairs
Mr. Fred W. Rich, University
State Examiner
Mr. John G. Ingram, Assistant
Attorney General