



YOUNGSTOWN STATE UNIVERSITY

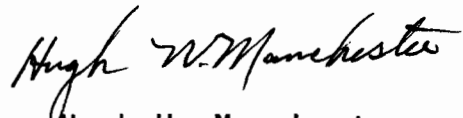
YOUNGSTOWN, OHIO 44555

January 26, 1978

TO THE TRUSTEES OF
YOUNGSTOWN STATE UNIVERSITY

This notice is to advise that the next regular meeting of the Board of Trustees will be held on Saturday, February 11, 1978 commencing at 9:30 a.m. in the Art Gallery in Kilcawley Center.

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



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

HWM:EVT

Copies of the above notice were mailed on January 26, 1978 to the eight active Trustees, and the President as listed on the reverse side of this page, and copies were also mailed on the same date to the three others listed on the reverse side of this page.



Trustees and the President

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

Dr. Thomas D. Y. Fok
Thomas Fok & Associates, Ltd.
5121 1/2 Mahoning Avenue
Youngstown, Ohio 44515

Edgar Giddens
448 Cleveland Street
Youngstown, Ohio 44511

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

William J. Lyden
International Brotherhood of Electrical
Workers 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 National Bank Bldg.
Youngstown, Ohio 44503

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

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

- - - - -

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

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

Mr. Leonard Williams (Member of the
Graduate Student Advisory Committee)
549 Almyra Avenue
Youngstown, Ohio 44511

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MINUTES OF MEETING
of
BOARD OF TRUSTEES
OF
YOUNGSTOWN STATE UNIVERSITY

Kilcawley Center
Saturday, February 11, 1978

Pursuant to Resolution YR1978-21 and to Notices mailed on January 26, 1978, by the Secretary of the Board to each Trustee, copies of which precede these Minutes (with copies to the President of the University, the President of the YSU Chapter of the OEA, to John G. Ingram, Assistant to the Attorney General of Ohio and to Leonard Williams, member of the Graduate Student Advisory Committee), a regular meeting (fifty-ninth) of the Board of Trustees of Youngstown State University convened at 9:30 a.m. on Saturday, February 11, 1978, in the Art Gallery of Kilcawley Center.

Seven Trustees were present at the meeting, to-wit: William J. Lyden, Chairman, Dr. Thomas D. Y. Fok, Edgar Giddens, Mrs. Ann L. Isroff, William G. Mittler, John M. Newman and Fred C. Shutrump, Jr. One Trustee, Carl L. Dennison, was absent.

Also present were Dr. John J. Coffelt, President; Dr. Earl E. Edgar, Vice President for Academic Affairs; Dr. Taylor Alderman, Vice-President for Personnel Affairs, Edmund J. Salata, Dean of Administrative Affairs; Dr. Lawrence E. Looby, Associate Vice Present for Public Services; Dr. Charles McBriarty, Dean of Student Affairs; Philip A. Snyder, Director of University Relations; John G. Ingram, Assistant to the Attorney General; Fred W. Rich, State Examiner; Hugh W. Manchester, Secretary to the Board of Trustees; and Miss Patricia Davis, Secretary to the President. Also present were approximately 14 Deans and members of the Faculty, students and representatives of the news media.

Mr. Lyden, 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 sent on January 26, 1978 by the Secretary to each of the eight Trustees and to the President, and that copies had also been sent to the President of the Youngstown State University Chapter of OEA, John G. Ingram, Assistant to the Attorney General, and to Leonard Williams, member of the Graduate Student Advisory Committee, were presented. Such evidence precedes these Minutes.

ITEM II - Minutes of the Meeting held November 19, 1977

A copy of the draft of the Minutes of the fifty-eighth meeting of the Board of Trustees, held on November 19, 1977, had been mailed to each Trustee, to the President, the three Vice Presidents, the Dean of Administrative Affairs, the State Examiner and the Assistant to the Attorney General. There being no corrections or changes suggested, the Minutes were duly approved and 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

Seven faculty/staff appointments made since the November 19, 1977 meeting of the Board were reported. After a Motion which was made by Mr. Shutrump had been seconded by Mr. Mittler and had received the affirmative vote of each Trustee present, the Chairman declared the following Resolution carried:

WHEREAS, the Regulations of the Board of Trustees direct the President to appoint such employees as are necessary to effectively carry out the operation of the University; and

YR 1978-22

WHEREAS, new appointments have been made subsequent to the November 19, 1977, meeting of the Board of Trustees; and

WHEREAS, such appointments are in accordance with the 1977-78 budget and with the University policy on Equal Employment Opportunity.

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

2. Resolution to Establish Policy on Leave Without Pay

Dr. Coffelt recommended that the Policy concerning Leave Without Pay be amended in accordance with a suggested Resolution hereto attached marked Exhibit B.

After a Motion made by Mr. Giddens, seconded by Mr. Shutrump, had received the affirmative vote of each Trustee present, the Chairman declared the following Resolution carried:

BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby amend its Policies of Youngstown State University to include the Policy on Leave Without Pay as set forth in Exhibit B attached hereto, and YR 1978-23

BE IT FURTHER RESOLVED, that this policy shall be effective immediately.

3. Resolution to Clarify Intent as to YR 1975-4

It was reported that YR1975-4 should be clarified so as to indicate that only copies of the Minutes of Board Meetings exclusive of exhibits or other documents which might be attached or mentioned in the official Minutes, would be placed on file in the Library.

After a Motion made by Mr. Mittler, seconded by Mrs. Isroff, had received the affirmative vote of each Trustee present, the Chairman declared the following Resolution carried:

WHEREAS, the State Examiner has interpreted YR1975-4 which was adopted August 31, 1974, to require the filing with the University Library of all Exhibits and documents which may be attached or referred to in the official Minutes of Meetings of Trustees, as well as copies of the official Minutes themselves, and YR 1978-24

WHEREAS, such Exhibits and other documents are frequently voluminous, and copies thereof are always available through the office of the President to all persons who may have a proper interest in inspecting the same, and sometimes contain data concerning matters referred to in Sub Paragraph G of Section 121.22 of the Revised Code of Ohio, (as to which Trustees may and often should hold executive sessions for consideration only of such matters); and

WHEREAS, it was never the intent of the Trustees that such Exhibits or documents be made available for inspection at any place other than the President's office; and then only by persons who may have a proper interest in inspecting the same;

NOW, THEREFORE, Resolution YR 1975-4 is hereby amended, to show the intention of the Trustees to read as follows:

"BE IT RESOLVED, that the Secretary be directed to place on file in the University Library, copies of Minutes of the Board of Trustees, (exclusive, however, of all Exhibits or other documents which may be attached or mentioned in such official Minutes) when officially approved, for inspection by interested persons, and

BE IT FURTHER RESOLVED, that photocopying of official Minutes be permitted upon the reimbursement to the University of all reasonable costs associated therewith."

4. Resolution to Approve Payment of Salaries
During Period of Emergency Closing

The President stated that he had been advised under date of February 1 by the Auditor of State that because no statutory authority was found expressly authorizing payment of salaries to employees for days not worked due to University closing because of inclement weather conditions, such payments should be authorized by the Board of Trustees.

After a Motion made by Mr. Shutrump, seconded by Dr. Fok, had received the affirmative vote of each Trustee present, the Chairman declared the following Resolution carried:

WHEREAS, the Board of Trustees of Youngstown State University has empowered the President to close the University in cases of emergencies that present a danger to students, University personnel or University property; and YR 1978-25

WHEREAS, it was necessary for the President to close the University on January 10, 20, 21, 22, 26, and 27, 1978; and

WHEREAS, the University has been advised by the Auditor of State that in the absence of statutory

authority the Board of Trustees should authorize the payment of salaries to employees for days not worked due to emergency closing.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby authorize payment of salaries for employees for days not worked due to the University closing due to inclement weather conditions.

ITEM IV: Report of the President of the University

Dr. Coffelt reported concerning the following matters:

1. Plans to expand the size of classes in the College of Medicine. If accreditation groups and the A.M.A. representatives approve, it is expected that the size of classes in the College of Medicine will be increased from the current 48 to 60 (20 from each University) for the class to enter in September of 1979. Further increases are being planned to a total of 100 by 1985.

2. University closings due to weather. The University's policy is to remain open unless road and weather conditions are so severe as to require closing to safeguard students and faculty. Plans are being made to extend the term 5 days should additional closings become necessary. The possibility of securing funds to recover about \$64,000.00 additional costs caused by weather conditions is being investigated.

3. An Alumni Association for Youngstown State University has been established. Its constitution has been adopted; officers have been elected, and an Annual Members Meeting is to be held in May.

4. Proposed new legislation in Ohio which is causing concern includes (a) proposed pay increases for classified employees to be effective July 1, 1978, (b) possible limitations on expenses which could be paid from student fee income and (c) changes as respects Collective Bargaining by employees of the public.

5. Pending litigation. Mr. Ingram reported that of the 14 cases pending last November, one (an action by Local Union 627) had been concluded by a decision in the Court of Appeals supporting the University's contention; that one new action seeking recovery of damages to a water line caused by an independent contractor had been commenced; and that a new action was threatened which concerned alleged rights to collect payment for unused sick leave.

ITEM V - Report of the Vice President for Academic Affairs

Dr. Edgar reported concerning three matters:

1. There is deep concern as to the impact of the coal strike on the educational program of the University and the completion of the Winter quarter in a normal way. All Deans are cooperating with the Central Administration in attempts to solve the problems which are arising.

2. Studies as to a number of new academic programs which could be offered in the future are under way.

3. A visit by a six man accreditation team to be led by Dr. William R. Hazard of Northwestern University, on behalf of the North Central Association of Colleges and Universities, is scheduled for April 18 to 20, 1978.

ITEM VI - Report of the Vice President for Personnel

Dr. Alderman reported concerning three matters:

1. Reclassification Hearing. Of the 85 appeals filed by employees of the University, being heard by officers of the Ohio State Compensation Board, a number of such appeals still remain unresolved.

2. The study of administrative salaries, being conducted with cooperation of Robert H. Hayes & Associates, is progressing. Great detail and complex procedures are involved. The task should be completed in March.

3. Grievance #71 which was filed in 1976 and which involved a teaching load resulted finally in an Arbitrator's decision that the faculty member should have had an opportunity to teach 14 quarter hours, as tentatively scheduled, instead of 11 hours which he was permitted to teach. The grievance arose with the 1975-77 Agreement, now superseded by the current Agreement which is explicit in limiting each faculty member to no more than 12 hours in an entire summer term.

ITEM VII - Report of the Dean of Administrative Affairs

Dean Salata reported concerning capital improvements.

That the required repairs to Bliss Hall are being made; that four departments have moved into the Arts and Sciences classrooms and office building and five more will move in during the coming week; that the remodelling of Jones Hall should be completed by mid-June; that the remodelling of the old Library and

and Tod Hall was progressing and should be complete by September with possible occupancy of some areas in April; that the detailed Mechanical and Electrical drawings for the new parking structure on Wick Avenue would go to the State agencies on February 15 and that it was hoped that 1000 parking spaces would be available in September of 1978 with the balance in 1979.

A revision concerning the Sports Complex which will require two separate proposals may delay that program about 30 days.

Improvements in the central plant which will provide more efficient operation and energy savings, have been approved and work should be under way within a few months.

Plans for an \$80,000.00 chemical storage building are being developed.

Dean Salata expressed appreciation to Dr. Edgar and the various Deans for cooperation in conserving energy. The University attained a 25% reduction in use of electrical energy on February 10 and expects to be reduced to 50% level by February 15 or 17. Various means of every kind are being used such as reducing the lighting, abandoning night time cleaning, cutting thermostats to 66 degrees and reducing Campus lighting. Beeghly Center will be closed to recreational activities, but not to teaching. It is possible that it may become necessary to close the University if the energy crisis becomes too severe.

ITEM VIII - Reports of Committees of the Board of Trustees

1. Building and Property Committee

a. Resolution of Appreciation

It was reported that the family of William J. Brown had furnished a Special Collections Room on the fifth floor of the Maag Library in memory of William F. Maag, Jr., and that the Trustees could meet with the family of William J. Brown and Elizabeth Brown following the Board Meeting to examine the Special Collections Room.

After a Motion made by Mr. Newman, seconded by Mrs. Isroff had received the affirmative vote of each Trustee present, the Chairman declared the following Resolution carried:

WHEREAS, the William J. Brown family has
been long-time supporters and warm friends
of the University; and

YR 1978-26

WHEREAS, the William J. Brown family has greatly enriched the University environment by the gift to the Maag Library of a handsomely appointed Special Collections Room in memory of William F. Maag, Jr.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Youngstown State University, for themselves and for the University community, express appreciation to Mr. and Mrs. William J. Brown, to Elizabeth A. Brown and to Mark A. Brown for their generous contribution and continuing support.

2. Personnel Relations Committee

At this point the Board retired to Executive Session to discuss Personnel matters, following which the Trustees returned to the open meeting.

a. Resolution to Authorize Discussions with the Ohio Civil Service Employees Association

After a Motion made by Mr. Mittler, seconded by Mr. Newman, had received the affirmative vote of each Trustee present, the Chairman declared the following Resolution carried:

WHEREAS, the Youngstown State University Board of Trustees on February 12, 1977, authorized the holding of elections to determine whether the Classified Civil Service employees of the University desired formal representation for the purpose of meeting and discussing terms and conditions of employment, and if so what organization was preferred as the official representative of the employees; and YR 1978-27

WHEREAS, subsequent elections indicated a desire by a majority of the Classified Civil Service employees to enter into such discussions and to be represented by the Ohio Civil Service Employees Association; and,

WHEREAS, litigation challenging said elections has resulted in the upholding of the validity of said elections in appropriate courts of law;

BE IT THEREFORE RESOLVED, that the Board of Trustees of Youngstown State University does hereby authorize the President of the University to designate appropriate representatives of the University to meet and confer with representatives of the University's Classified Civil Service employees on matters related to terms and conditions of employment.

b. Resolution to Authorize Appointment of Representatives to Meet and Confer with Representatives of Employee Groups

After a Motion made by Mr. Mittler, seconded by Mr. Newman, had received the affirmative vote of each Trustee present, the Chairman declared the following Resolution carried:

WHEREAS, the Youngstown State University Board of Trustees has recognized certain organizations as representatives of certain groups of University employees for the purpose of discussing and negotiating terms and conditions of employment; and, YR 1978-28

WHEREAS, it is necessary from time to time to designate individuals to represent the University at such discussions and negotiations and to enter into tentative agreements with such recognized employee representatives, subject to subsequent formal review and approval by the Board of Trustees;

NOW, THEREFORE, BE IT RESOLVED, that the President of the University is hereby authorized to select or employ, with the approval of Personnel Relations Committee of the Board of Trustees, individuals to represent the University at meetings and negotiations with recognized representatives of employee groups; and

BE IT FURTHER RESOLVED, that such tentative agreements as may be reached shall not be binding unless and until presented to and approved by the Board of Trustees.

ITEM X - Communications

Copies of the following fifteen communications had been furnished to each Trustee.

Plan for Expansion of Class Size for the College of Medicine.....	1
Anticipated Project Schedule, Capital Improvement Appropria- tions Bill.....	2
Memoranda regarding the Watson Merit Awards.....	3
Resignation of Trustee.....	4
Memorandum regarding Maag Li- brary Special Collections Room.....	5
Memorandum regarding athletes on academic honor roll.....	6
Letter of President Coffelt, dated January 23, 1978, to Thomas E. Ferguson, Auditor of State, regarding payment of Civil Service employees' salaries during emergency closings.....	7
Statement to parents of YSU students regarding closing of University due to weather conditions.....	8
Letter of President Coffelt, dated December 29, 1977, to Lumbermens Mutual Insurance Agency, Inc. regarding bond coverage for Acting Vice President for Financial Af- fairs.....	9
Correspondence regarding pro- fessional liability insurance.....	10

Winter 1978 Enrollment Summary.....	11
Correspondence regarding Service Employees International Union Local 627, AFL-CIO vs. Youngstown State University.....	12
Memorandum of Dean Salata, dated January 31, 1978, regarding Ohio Bell Telephone Company Measured Rate Service.....	13
Correspondence regarding Electric Usage.....	14
Ohio Board of Regents Quarterly Report, Statement of Current Funds Revenues, Expenditures, and Other Changes.....	15

ITEM X - New Business

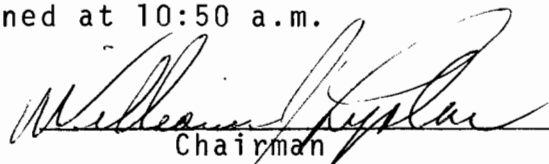
It was reported that the Association of Governing Boards of Universities and Colleges would meet in April and that any Trustee interested in attending should communicate with the President's office.

ITEM XI - Time and Place of Next Regular Meeting by Resolution and Adjournment

There being no further business to consider, on Motion made, seconded and carried by the affirmative vote of each Trustee present, the Chairman declared the following Resolution adopted:

RESOLVED, that the next regular meeting of the Board of Trustees of Youngstown State University be held at a place on Campus to be determined by the President, on Saturday, April 29, 1978, commencing at 9:30 a.m. YR 1978-29

The meeting was duly adjourned at 10:50 a.m.


 Chairman

Attest:


 Secretary to the Board of Trustees

YOUNGSTOWN STATE UNIVERSITY
RESOLUTION FOR NEW APPOINTMENTS AND PROMOTIONS
AS OF _____

<u>CN</u>	<u>NAME</u>	<u>TITLE</u>	<u>DEPARTMENT</u>	<u>DATE OF EMPL.</u>	<u>ANNUAL SALARY</u>	<u>CONTRACT MONTHS</u>	<u>COMMENTS</u>
56	Gilmartin, Susan K.	News Writer	University Relations	November 21, 1977	\$6,154 (12-mon. base: \$10,000)	12	
57	Shutes, Mark T.	Instructor	Sociology, Anthro- pology & Social Work	January 2, 1978	\$6,102 (9-mon. base: \$10,000)	9	Terminal
58	Buss, Barbara	Early Childhood Diagnostic Teacher	School of Education	December 1, 1977	\$9,521 (9-mon. base: \$12,215)	9	Temporary; funded by Federal Grant
59	Hudak, Mary M.	Instructor	Business Education & Technology	January 3, 1978	\$6,958 (9-mon. base: \$11,500)	9	
60	Kestner, Jane E.	Instructor	Psychology	January 3, 1978	\$7,140 (9-mon. base: \$11,800)	9	Contingent upon con- ferral of PH.D.
61	Musuka, Oliver	Instructor	History	December 16, 1977	\$8,269 (9-mon. base: \$12,500)	9	Terminal
65	Mincey, Daryl W.	Instructor	Chemistry	January 5, 1978	\$7,733 (9-mon. base: \$13,000)	9	Terminal and con- tingent upon confirmation of MS in Chemistry

Agenda Item D.1.
Exhibit A



YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44555

Policy on Leave Without Pay

Unclassified administrative employees of the University may be granted Leave Without Pay in either of two situations.

CATEGORY A: Individuals may be granted Leave Without Pay to secure additional formal education or training, or other appropriate professional experience, when such training or experience will serve to enhance the individual's contribution to the University and when suitable arrangements can be made to cover the employee's duties during the period of absence. Category A leaves may be granted for periods ranging from one week to one year.

CATEGORY B: Employees suffering from illness or injury which leads to an exhaustion of accrued sick leave and vacation time may be granted a Leave Without Pay for a period of up to two years. Individuals requesting Category B leave may be required by the University to undergo a physical examination at the University's expense to confirm the state of the employee's health.

All employees on Leave Without Pay shall have the option of maintaining the University's group insurance benefits by paying the University the group rate for the coverage in effect at the time of the leave.

Effective Date: February 11, 1978

Agenda Item D.2.
Exhibit B

Winter 1978
(quarter) (year)

Date 1-24-78

SUMMARY OF HEAD-COUNT STATISTICS
(14th day)

	1977			1978			%
	Men	Women	Total	Men	Women	Total	
Applied Science & Tech.	1977	2617	4594	1896	2662	4558	99.2
Arts & Sciences	1721	1149	2870	1601	1105	2706	94.3
Business Administration	2019	631	2650	2038	748	2786	105.1
Education	415	917	1332	338	836	1174	88.1
Engineering	955	45	1000	1042	64	1106	110.6
Fine & Performing Arts	410	388	798	437	412	849	106.4
Graduate	924	772	1696	891	815	1706	100.6
Freshmen	2708	2492	5200	2569	2440	5009	96.3
Sophomore	1880	1472	3352	1835	1511	3346	99.8
Junior	1350	959	2309	1412	1015	2427	105.1
Senior	1559	824	2383	1536	861	2397	100.6
Undergraduate Total	7497	5747	13244	7352	5827	13179	99.5
Graduate	924	772	1696	891	815	1706	100.6
University Total	8421	6519	14940	8243	6642	14885	99.6
Full-Time-Equivalent			11448.5			11442.4	

RESIDENCY AND STUDENT LOAD

	1977			1978			%
	Ohio	N-Ohio	Total	Ohio	N-Ohio	Total	
Full-Time	8676	891	9567	8609	932	9541	99.7
Part-Time	4982	391	5373	4971	373	5344	99.5
Total	13658	1282	14940	13580	1305	14885	99.6
%	91.4%	8.6%	100.0%	91.2%	8.8%	100.0%	

CREDIT-HOUR PRODUCTION

	Subsidy Model	1977			1978			%
		Ohio	N-Ohio	Total	Ohio	N-Ohio	Total	
General Studies	I	26179	1708	27887	23781	2003	25784	92.5
	II	19205	1634	20839	19258	1690	20948	100.5
	III	11672	976	12648	11755	1072	12827	101.4
Technical	I	5108	497	5605	4986	490	5476	97.7
	II	321	47	368	88	12	100	27.2
	III	6322	492	6814	7127	532	7659	112.4
Baccalaureate	I	52531	5579	58110	54297	5473	59770	102.9
	II	14452	1296	15748	13661	1069	14730	93.5
	III	13354	2080	15434	13930	2427	16357	106.0
Masters	I	4928	614	5542	4755	641	5396	97.4
	II	1587	387	1974	1572	280	1852	93.8
	III	543	215	758	482	255	737	97.2
University Total		156202	15525	171727	155692	15944	171636	99.9
%		91.0%	9.0%	100.0%	90.7%	9.3%	100.0%	

	Fall 1976	Winter 1977	% F 1976	Fall 1977	Winter 1978	% F 1977	% W 76
Headcount	15898	14940	94.0	15696	14885	94.8	99.6
FTE	12000	11448.5	95.4	11852.4	11442.4	96.5	99.9
FTE/C	75.5%	76.6%		75.5%	76.9%		



YOUNGSTOWN STATE UNIVERSITY
YOUNGSTOWN, OHIO 44555

February 28, 1978

Trustees of
Youngstown State University

Enclosed is draft of Minutes of the meeting of the Trustees
held on February 11, 1978.

Yours very truly,

A handwritten signature in cursive script that reads "Hugh W. Manchester".

Secretary to the Board of Trustees
of Youngstown State University

HWM:EVT
Enclosure

Copies to: Each of Nine Trustees
Dr. John J. Coffelt, Pres.
Dr. Earl E. Edgar, Vice Pres.
Dean E. Salata, Administrative Affairs
Dr. Taylor Alderman, Vice Pres.
Office of Vice Pres.-Financial Affairs
Mr. John G. Ingram, Attorney
Mr. Fred W. Rich, State Examiner