



# YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44555

October 28, 1981

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 Friday, November 13, 1981, in the Board Room in Tod Administration Building at 3:00 P.M.

HUGH W. MANCHESTER  
Secretary to the Board of Trustees

HWM:EVT

Copies of the above notice were mailed on October 28, 1981 to each of the Nine Trustees and to the President, as listed on the reverse side of this page; and a copy was also mailed on the same date to each of the four others listed on the reverse side of this page.

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Secretary to the Board of Trustees

TRUSTEES AND THE PRESIDENT

Mr. Earl W. Brauning, President  
The Union National Bank of Youngstown  
6 Federal Plaza West  
Youngstown, Ohio 44503

Attorney Paul M. Dutton  
Mitchell, Mitchell & Reed  
709 Union Bank Building  
Youngstown, Ohio 44503

Dr. Thomas D. Y. Fok  
Thomas Fok & Associates, Ltd.  
3896 Mahoning Avenue  
Youngstown, Ohio 44515

Dr. John F. Geletka, D.D.S.  
5600 Mahoning Avenue  
Austintown, Ohio 44515

Mr. Edgar Giddens  
448 Cleveland Street  
Youngstown, Ohio 44511

Mr. William J. Lyden, Business Manager  
International Brotherhood of  
Electrical Workers Local 64  
291 McClurg Road  
Youngstown, Ohio 44512

Mr. William G. Mittler, Advertising Mgr.  
Youngstown Vindicator  
Vindicator Square & W. Boardman  
Youngstown, Ohio 44503

Mr. Fred C. Shutrump, Jr., President  
Shutrump and Associates  
3749 Mahoning Avenue  
Youngstown, Ohio 44515

Mr. Frank C. Watson, President  
Youngstown Welding and Engineering Co.  
3700 Oakwood Avenue  
Youngstown, Ohio 44509

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

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Dr. Thomas A. Shipka, President  
YSU-OEA  
Youngstown State University  
410 Wick Avenue  
Youngstown, Ohio 44555

Attorney Edward A. Flask, Legal Counsel  
424 City Centre One  
Youngstown, Ohio 44503

Theodore R. Cubbison, Esq.  
Director Legal Services  
Youngstown State University  
410 Wick Avenue  
Youngstown, Ohio 44555

Mr. Ronald P. Aey, President  
YSU Chapter of OCSEA  
Youngstown State University  
410 Wick Avenue  
Youngstown, Ohio 44555

MINUTES OF MEETING

of

BOARD OF TRUSTEES

of

YOUNGSTOWN STATE UNIVERSITY

Tod Administration Building  
Friday, November 13, 1981

Pursuant to Resolution YR 1982-18 and to Notices mailed on the 28th day of October, 1981, by the Secretary to the Board to each Trustee, a copy of which precedes these Minutes (with copies to the President of the University, the Presidents of the YSU Chapter of the OEA and the YSU Chapter of OCSEA, to Edward A. Flask, Special Counsel to the Attorney General of Ohio, and to the Director of Legal Services of the University) a regular meeting (eighty-first) of the Board of Trustees of Youngstown State University convened at 3:00 O'clock p.m. on Friday, November 13, 1981 in the Board Room in the Tod Administration Building.

All Trustees were present at the meeting, to-wit: Earl E. Brauning, Paul M. Dutton, Dr. Thomas D. Y. Fok, Dr. John F. Geletka, Edgar Giddens, William J. Lyden, William G. Mittler, Fred C. Shutrump, Jr. and Frank C. Watson.

Also present were Dr. John J. Coffelt, President, Dr. Bernard T. Gillis, Academic Vice President, Dr. Neil D. Humphrey, Executive Vice President, Dr. Taylor Alderman, Vice President Personnel Services, Edmund J. Salata, Dean Administrative Services, Dr. Lawrence E. Looby, Associate Vice President Public Services, Dr. Charles McBriarty, Associate Vice President Student Services, Philip A. Snyder, Director University Relations, Hugh W. Manchester, Secretary to the Board of Trustees, and Jean Wainio, Secretary to the President. Also present were approximately 25 deans, members of the faculty and members of the news media.

Dr. Fok, Chairman of the Board, presided.

ITEM I - Proof of Notice of Meeting.

Evidence was available to establish that due notice of the meeting had been mailed on October 29, 1981 by the Secretary to each of the nine Trustees and to the President, and that copies had also been mailed to the Presidents of the YSU chapters of OEA and OCSEA, to Edward A. Flask, Legal Counsel and to Theodore R. Cubbison, Director of Legal Services. Such evidence precedes these Minutes.

ITEM II - Minutes of Meeting Held August 29, 1981.

Copies of the draft of the Minutes of the Meeting of the Board of Trustees held on August 29, 1981 had been mailed to each Trustee, to the President, the three Vice Presidents, the Dean of Administrative Services, the State Examiner, the Special Counsel to the Attorney General and the Director of Legal Services. One correction made on page 1 of such draft was reported and the Minutes of such meeting, as so corrected, were approved on Motion by Mr. Watson, seconded by Mr. Lyden and duly carried, and were signed by the Chairman and attested by the Secretary.

ITEM III - Report of the President of the University.

At Dr. Coffelt's request, his report was made prior to presenting his recommendations.

He stated that late on November 12th the Ohio General Assembly had enacted an appropriation measure which when signed by the Governor would establish spending authority for the 1982-83 biennium. Preliminary information obtained through the O.B.O.R. offices today indicates that expenditure authority for Youngstown State University will be \$23,405,000 for 1981-82 and \$26,018,900 for 1982-83. The 1981-82 amount is \$2,010,000 (9.4%) more than the current appropriation for 1980-81. The measure includes mandated increases for classified civil service employees, the details of which are as yet not known, but it is known that only two-thirds of such mandated increases will be funded by the State. Such increased state funding will be deeply appreciated. It will be reviewed in detail when available and will probably permit consideration of possible revisions in the current operating budget at the February meeting of Trustees. Some of the recent reductions which may now be altered include (1) lifting of the temporary freeze on administrative positions, (2) a proposal to be submitted today to restore funds to the current operating budget to permit out-of-state travel, (3) assurance that underestimates as to student fees are sufficiently offset by the increase in appropriations, (4) reducing the amount of the unallocated Reserve which may be carried forward to the following fiscal year, (5) assuring that funds to cover unfunded portions of mandated increases of classified civil service salaries are provided, (6) recent reductions in funding for much needed equipment and supplies, which may now be partially restored, and (7) safeguards against reductions in state tax collections which may cause University's revenue to fall below expected amounts.

Preliminary analysis indicates that any roll back of fees should not be made, but it may be that expected fee increases may not be necessary. The measure falls far short of the per capita funding which was provided by the State two years ago - \$1,520 per student in FY 1980 fell to \$1,358 in

in FY 1981 (and to \$1,103 under the interim FY 1981) and will be only \$1,340 in FY 1982. The President expressed his appreciation to the faculty, administrative staff, and to student leaders for their tolerance and understanding during the recent financial difficulties; also to Jordan Dentscheff for his efforts in educating the General Assembly and the public generally concerning the recent fiscal problems of higher education in Ohio.

ITEM IV - Recommendation of the President of the University

Dr. Coffelt recommended that four Resolutions be adopted by the Trustees

1. Resolution Concerning Out-of-State Travel.

After a Motion which was made by Mr. Lyden and seconded by Mr. Watson, had received the affirmative vote of each Trustee present, the Chairman declared the following Resolution duly adopted:

WHEREAS, Resolution 1982-12, as approved August 29, 1981 YR 1982-19 approved the 1981-82 budget for Youngstown State University with a restriction on all out-of-state travel against University Operation (Fund One) budgets until such restriction was removed by the Board of Trustees; and

WHEREAS, out-of-state travel is of major importance for professional development and should be encouraged; and

WHEREAS, the Ohio General Assembly has enacted legislation funding the balance of the 1981-82 fiscal year operation.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby remove such restrictions and authorizes out-of-state travel to be reinstated in conformity with the adopted 1981-82 budget.

2. Resolution to Ratify Faculty/Staff Appointments.

After a Motion which was made by Mr. Dutton and seconded by Mr. Shurrump, had received the affirmative vote of each Trustee present, the Chairman declared the following Resolution duly adopted:

WHEREAS, the policies 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 1982-20

WHEREAS, new appointments have been made subsequent to the August 29, 1981 regular meeting of the Board of Trustees; and

WHEREAS, such appointments are in accordance with the 1981-82 budget and with the University Policy on Equal Employment Opportunity.

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

3. Resolution Accepting Gifts.

After a Motion which was made by Mr. Lyden and seconded by Mr. Watson, had received the affirmative vote of each Trustee present, the Chairman declared the following Resolution duly adopted:

WHEREAS, Resolution YR 1980-34 provides that the President shall compile a list of gifts to the University for each meeting of the Board of Trustees and present the list accompanied by his recommendation for action by the Board; and YR 1982-21

WHEREAS, the President has reported that the gifts as listed in Exhibit B attached hereto are being held pending acceptance and he recommends their acceptance.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby accept these gifts on behalf of Youngstown State University and instructs the President to acknowledge such acceptance to the donors and to express our gratitude for their generosity to the University.

4. Resolution to Amend Policy on Use of Alcoholic Beverages.

After a Motion which was made by Mr. Brauning and seconded by Mr. Watson, had received the affirmative vote of each Trustee present, the Chairman declared the following Resolution duly adopted:

BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby amend Article IX, Section 6.2 of the Policies of the Board of Trustees as set forth in Exhibit C attached hereto. YR 1982-22

ITEM V - Report of the Academic Vice President.

Dr. Gillis reported concerning eleven subjects, as follows:

1. Coordinator of Faculty Development.

Dr. Duane Sample has been appointed as such Coordinator, which appointment is prescribed by the Agreement with Youngstown State University OEA.

2. Allied Health Baccalaureate.

The proposed curriculum for such program will be held in the Board's Academic Affairs Committee pending development of an Academic Master Plan for the University.

3. Accreditation Board for Engineering and Technology Report.

Programs in Chemical Engineering, Civil Engineering, Electrical Engineering and Mechanical Engineering have been reaccredited. The Bachelor's Degree program in Metallurgical was not reaccredited. The University intends to have a re-evaluation visit early in 1983 to address concerns expressed in regards to the reaccredited programs. A review of the program and costs involved concerning Metallurgical Engineering is being made, and will be reported to the Academic Affairs committee.

4. Initial Accreditation Visit of Bachelor of Science in Nursing Program.

The exit interview of the team from the National League of Nursing, which made such visit, indicated praise and no concerns expressed.

5. Ohio Board of Nursing Education and Registration Approval of the Associate Nursing Program.

Full approval for one year was granted in September 1981.

6. Reaccreditation Visit for the Associate Degree in Nursing Program

The exit interview of the visiting team, from the National League of Nursing, one week ago, was positive.

7. Emergency Medical Technicians - Paramedic Accreditation.

Approval until September 7, 1983 has been given by OBOR.

8. Diamond Jubilee.

Planning is underway, and progressing satisfactorily.

9. Master Plan for Youngstown State University.

Majority of Plan is drafted; to be reviewed through Planning Committee of the Academic Senate for suggestions prior to printing.

10. Deans Searches Initiated.

Searches for Dean of College of Applied Science and Technology (to replace Dr. Nicholas Paraska, retiring) and a Dean of the Graduate School

(to replace Dr. Leon Rand, who has assumed a post in North Carolina) are underway, with hope for new appointments by mid April 1982.

11. YSU places second in Computer Contest.

A team of four from YSU placed second to Purdue in a contest of 25 teams in solving computer programming problems, conducted on November 7, 1981 at Ohio State University; and such team will compete at a national contest to be held in February.

Such report was adopted, on motion by Mr. Shutrump, seconded by Mr. Mittler, and duly carried.

ITEM VI - Report of the Executive Vice President.

Dr. Humphrey reported concerning the following matters:

1. Enrollment.

Head count of 15,664 in the Fall Quarter is 120 below last year.

F.T.E. is 11,821 (97.5% of the previous year).

The drop from 17,535 who registered to 15,664 (1,871 or 10.7%) is unusual and has caused a special study, including inquiries to those who failed to matriculate, to ascertain the reasons for such drop. Such study is continuing.

2. Reports of the Executive Vice President.

Copies of eight Reports had been furnished to each Trustee prior to the meeting. These included:

- i. Financial Report for the Quarter ended September 30, 1981
- ii. Insurance Report for the 1980-81 Fiscal Year
- iii. A Comparison of Aid Provided Students at Youngstown State University, 1979-80 and 1980-81
- iv. Institutional Memberships for FY 1981
- v. Surplus equipment and scrap sold during FY 1981.
- vi. Summary of Out-of-State Travel for FY 1981
- vii. Inventory of Buildings as of June 30, 1981
- viii. Inventory of Land as of June 30, 1981.



3. Other Reports.

Copies of seven departmental reports, covering operations under the supervision of the Executive Vice President, had also been furnished to each Trustee prior to the Meeting. These included:

- i. William F. Maag Library
- ii. Admissions and Records
- iii. Budget and Institutional Studies Department
- iv. Controllers Department
- v. Computer Center
- vi. Financial Aid Department
- vii. Purchasing and Receiving Department.

Dr. Humphrey commented in particular concerning the very noticeable increase in use of the Library and reported that the principal thrust of the computer center is academic.

The reports of the Executive Vice President were accepted, on motion by Mr. Lyden, seconded by Mr. Watson and duly carried.

ITEM VII - Report of the Vice President - Personnel Services.

Dr. Alderman had no report for this meeting.

ITEM VIII - Report of the Dean of Administrative Services.

Dean Salata reported progress concerning nine projects, as follows:

1. Repairs to M-2 Parking Deck - Lincoln Ave.

Structural and drainage repairs, sealing upper decks and replacement of lighting (total project cost of \$805,400) started July 8, 1981. 1,075 spaces in use since September 23. Remaining work will be completed with total of 1,325 vehicle capacity by November 22. New lighting (high pressure sodium system) will increase lighting intensity from 1/2 to 3 foot candle coverage and should decrease electric power cost about \$4,700 per year.

2. Kilcawley Center Addition - Phase III.

Completed about one month early, within the \$1.8 million budget.

3. Central Core Relighting.

First phase is completed at cost of \$100,000 - estimate 40% more intensity. Staff is developing Phase II for bids in February 1982 - to include areas near Maag Library, Ward Beecher, Jones Hall and the Engineering Science Building, also the canopy toward Cushwa - at a project cost of not over \$100,000.

4. Energy Conservation Grants - National Emergency Conservation Policy Act of 1978, Title III, Part I.

The Ohio Department of Administrative Services has authorized energy conservation improvements to the Maag Library and Engineering Science Building, to cost \$91,000. Work to start in November and be completed by May 8, 1982. Funding is 50% Federal and 50% State, with no State Funds available to include Bliss Hall improvements.

5. Parking.

5,095 spaces were available at start of 1981 Fall Quarter. Maximum use of 4,951 between 10 and 11 a.m. on Wednesday, September 23, 1981, leaving 144 spaces unused. 5,340 spaces will be available when M-2 Deck repairs are completed. On October 26, 1981, 31% of vehicles were compact type, 90% carried one passenger, and 80% of the individuals used the pedestrian bridge across Wick Avenue.

6. H & PE/All Sports Complex - Arnold D. Stambaugh Stadium.

A full report indicated that the project is 80% complete, to be completed by July 1, 1982. Work is on schedule, with about 120 workers each day and overtime as needed. Stadium tread and risers are completed, and plank seating is in process. 1,269 stadium chair seats expected in spring. Playing field is partially complete. Final layer of asphalt and synthetic turf (Astro Turf) is to be installed in April and May 1982. North and south ramps are being constructed. Six portals from concourse are almost completed. Towers are in process, with metal stairs in place and elevator work (south tower) started. Work on press box is underway. Heating interior will permit winter progress. Concrete and masonry are 87 to 96% completed. Plumbing is 65% completed. HVAC work is 71% completed. Electrical work is 72% completed.

7. Tennis Courts.

Courts are completed, in use, and above average in the opinion of The Osborn Company.

8. 400 Meter Track and Recreation Area 5.

Track is 90% completed, with final asphalt, special surface, seeding, and 1,510 bleacher seats to be completed in spring.

Recreation Area 5 is 95% completed.

9. Land Acquisition.

Deeds acquired since the last report include:

<u>City Lot</u>	<u>Address</u>	<u>Purchased From</u>	<u>Price</u>
17366	220 Adams Street	John A. and Ann Lipinsky	\$8,000.00
17348	223 Adams Street	Eva aka Yvonne Rodriguez	9,800.00
9027	267 Adams Street	Anthony White	3,300.00
13366 and 13367 pt.	231 Carlton Street	Mary Bernatt	2,900.00
13362	244 Carlton Street	Martha Amicarelli	2,000.00
19827	234 Court Street	Elsie Labate	21,000.00
14246	219 Emerald Street	Andrew J. and Eleanor Harver	16,000.00
796	124 Grove and 332 No. Walnut Street	Jean Raniol	7,000.00

ITEM IX - Reports of the Committees of the Board.

1. Building Committee.

a. Resolution to Amend Youngstown Thermal Corporation Contract.

Mr. Giddens, chairman of the Building Committee, read and moved for adoption the following Resolution:

WHEREAS, Youngstown Thermal Corporation, as a condition of the Agreement for steam service with Youngstown State University dated November 1, 1980, is to install capacitors at various locations to improve the University's power factor; and

YR 1982-23

WHEREAS, when the Agreement was negotiated and executed the method of improving the power factor was not yet determined nor was the design started; and

WHEREAS, since then various alternate methods or systems of improving the power factor have been carefully considered; and

WHEREAS, Youngstown Thermal Corporation at the time of the Agreement estimated \$80,000 to be the approximate cost of the power factor (capacitor) project; and

WHEREAS, the power factor project, as designed by Youngstown State University is more complex and sophisticated than the system contemplated by Youngstown Thermal Corporation, resulting in a cost significantly higher than their \$80,000 estimated cost; and

WHEREAS, Youngstown Thermal Corporation, by various correspondence and conversations, asks the University to install the capacitor system (power factor project) and offers to pay the University \$108,000 to purchase and install the required capacitors. Youngstown Thermal Corporation would thereby limit its responsibility and participation to providing the sum of \$108,000. Payment of said \$108,000 by Youngstown Thermal Corporation shall fulfill any obligation to Youngstown State University regarding the power factor project.

NOW, THEREFORE, BE IT RESOLVED, that the President of Youngstown State University is hereby authorized and directed to enter into the Agreement attached as Exhibit E.

The Motion was seconded by Mr. Shutrump, each Trustee voted in favor of the Motion, and the Chairman declared the Motion carried.

b. Resolution to Name School of Business Administration.

Dr. Coffelt announced that Warren P. Williamson, Jr. was making a gift of 2,000 shares of stock of WKBN Broadcasting Corporation to the Youngstown Educational Foundation with arrangements which will provide that income from such gift will be used to support an annual symposium on Electronic Communications and the New Technology and which will be of great benefit to the University in many ways.

Mr. Williamson and his two sons, Warren P. Williamson, III and Joseph D. Williamson, II were present by invitation, were recognized and Dr. Coffelt expressed the appreciation of the Trustees and the University community for the gift.

Mr. Giddens then read, and Mr. Watson moved for adoption, the following Resolution:

WHEREAS, Warren P. Williamson, Jr. has informed the University of his decision to make a gift of 2,000 shares of WKBN corporate stock to the Youngstown Educational Foundation; and

YR 1982-24

WHEREAS, said gift benefits the University in that income from the corpus shall support an annual symposium

on Electronic Communications and the New Technology which will enhance the value of academic programs, make available expanded sources of knowledge, and strengthen community-university relations; and

WHEREAS, the purposes of such symposia are compatible with University goals and objectives.

NOW, THEREFORE, BE IT RESOLVED, that in grateful appreciation for such gift, the Board of Trustees of Youngstown State University does hereby direct that the academic unit previously identified as the School of Business Administration shall hereafter be named the Warren P. Williamson, Jr. School of Business Administration and the building housing said school shall henceforth be named Williamson Hall, as a fitting reminder of the significance of the donor's contributions to the University, the Youngstown Community and the State of Ohio.

BE IT FURTHER RESOLVED, that a suitable plaque be placed in a conspicuous location in the building in order to make known to all, who use the facility, the grateful appreciation of the University, its students and its friends.

The Motion was seconded by Mr. Giddens, each Trustee present voted in favor thereof and the Chairman declared it carried and the Resolution adopted.

#### EXECUTIVE SESSION

The Trustees retired into an executive session for about 15 minutes for the purpose of considering a request relative to bargaining with some employees and a matter which involved details relating to security arrangements before returning to the open meeting in the Board Room.

2. Personnel Relations Committee.

a. Resolution to Amend the Policies of the Board of Trustees.

A possible Resolution relating to policy concerning the Proficiency of Police Officers was referred back to the Personnel Relations Committee.

3. Budget and Finance Committee.

a. Resolution Adjusting 1981-82 Budget Credits.

Mr. Dutton read and moved for adoption the following Resolution:

WHEREAS, the University administration has found it advisable to change the placement of certain authorized positions without increasing the total number. YR 1982-25

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby approve the following transfers of budget credits in the University Operation, Fund One, 1981-82 budget:

FROM			TO	
<u>Function</u>	<u>Object</u>	<u>Amount</u>	<u>Function</u>	<u>Object</u>
Math. & Comp. Sci.	Asst. Prof.	\$18,600	History	Asst. Prof.
Math. & Comp. Sci.	Fringe Benefits	4,092	History	Fringe Benefits
Secondary Educ.	Professor	3,148	Music	Professor
Music	Professor	7,957	Secondary Educ.	Professor
Music	Fringe Benefits	1,058	Secondary Educ.	Fringe Benefits

The Motion was seconded by Dr. Geletka and, after discussion, received the affirmative vote of all Trustees present. The Chairman declared the Motion carried and the Resolution adopted.

b. Resolution Concerning Transfers from Unallocated Reserve.

Mr. Dutton read and moved for adoption the following Resolution:

WHEREAS, the "Instructions Concerning Budget Administration in 1981-82", adopted by the Board of Trustees as a part of the 1981-82 budget, provide that transfers out of the Unallocated Reserve require approval of the Board of Trustees; and YR 1982-26

WHEREAS, the following transfers have been requested by appropriate University personnel and recommended by the President; and

WHEREAS, various transfers have been made to the Unallocated Reserve from the various personal services accounts with a surplus identified by virtue of total position control, the existence of vacant positions, and other reasons.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby authorize and approve the following transfers from the Unallocated Reserve in the University Operation - Fund One budget:

\$8,000 to the Accreditation Expenses Reserve, Instruction and Departmental Research Transfer Accounts, for the benefit of the William Rayen School of Engineering;

\$14,000 to the Postage Reserve to be distributed as needed by the President;

\$141,726 to the Limited Service Faculty object code in the "Instruction and Departmental Research, Transfer Budget Accounts" administered by the Academic Vice President in conformity with the salary schedule approved by the Board of Trustees in adopting the 1981-82 budget; and

\$19,417 to replenish the Contingency Reserve of the Academic Vice President;

\$9,053 for the Contingency Reserve of the Executive Vice President;

\$2,944 for the Contingency Reserve of the Vice President - Personnel Services;

\$3,200 for the Contingency Reserve of the Associate Vice President - Public Services;

\$195 for the Contingency Reserve of the Associate Vice President - Student Services; and

\$2,868 for the Contingency Reserve of the Dean of Administrative Services, all contingency reserves having been depleted to the extent of these transfers due to transfers for items considered necessary and corrective of the adopted budget.

The Motion was seconded by Mr. Giddens and, after discussion, received the affirmative vote of all Trustees present. The Chairman declared the Motion carried and the Resolution adopted.

c. Resolution Concerning Developmental Education.

Mr. Dutton read and moved for adoption the following Resolution:

WHEREAS, the 1981-82 YSU budget for Developmental Education anticipated a total program cost of \$163,383 and that \$110,360 of this total would be received from a State appropriation; and

YR 1982-27

WHEREAS, the latest assumption concerning the State appropriation is that it will be \$49,050 for 1981-82, or \$61,310 less than anticipated; and

WHEREAS, the continuation of this program is considered of significant importance and should be funded from other sources.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby authorize the transfer of up to \$46,310 from the Contingency Reserve for University Operation to the Developmental Education Fund (exact amount to be less than \$46,310 by the amount the State appropriation exceeds \$49,050) and amends the 1981-82 Developmental Education budget as detailed in Exhibit F attached hereto.

The Motion was seconded by Mr. Mittler and, after discussion, received the affirmative vote of all Trustees present. The Chairman declared the Motion carried and the Resolution adopted.

d. Resolution Concerning Neon Budget.

Mr. Dutton read and moved for adoption the following Resolution:

WHEREAS, the Neon budget for 1981-82 includes only \$125 for postage and \$1,475 has been determined to be needed and further transfer within the budget is not practicable.

YR 1982-28

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby approve the addition of \$1,350 to the Neon postage account, the increase of the total budget from \$62,468 to \$63,818 and the transfer of \$1,350 from the Reserve for Unallocated General Fee Income to the Neon budget as shown in Exhibit G.

The Motion was seconded by Dr. Geletka and, after discussion, received the affirmative vote of all Trustees present. The Chairman declared the Motion carried and the Resolution adopted.



e. Resolution Concerning the Urban Demonstration Program.

Mr. Dutton read and moved for adoption the following Resolution:

WHEREAS, \$8,591 has been received from the Ohio Board of Regents to be used in assisting governmental and other local area leaders in finding solutions to urban problems;

YR 1982-29

WHEREAS, this money is a result of an appropriation included in H.B. 638 and is assumed to one-third of a total of \$25,774 which will be made available during 1981-82; and

WHEREAS, the University wishes to increase its efforts toward the amelioration of urban problems through activities of training, technical assistance, problem solving, conferences and forums; and

WHEREAS, the University wishes to encourage, stimulate, and coordinate its interdisciplinary involvement in programs that are relevant to community planning and development.

NOW, THEREFORE, BE IT RESOLVED, that the \$25,774 budget for 1981-82 for the Urban Demonstration Program as displayed in Exhibit H is hereby approved subject to receipt of the funds from the Ohio Board of Regents.

The Motion was seconded by Dr. Geletka and, after discussion, received the affirmative vote of all Trustees present. The Chairman declared the Motion carried and the Resolution adopted.

4. Student Affairs Committee.

Mr. Shutrump stated that such Committee had no report.

5. Academic Affairs Committee.

Dr. Geletka stated that such Committee had no report.

ITEM X - Communications.

The secretary reported the receipt by the Vice President for Personnel of a letter dated September 25, 1981 from Kenneth H. Johnson, a Staff Representative of Ohio Civil Service Employees Association of Columbus, Ohio which requests recognition of such association as bargaining agent for security personnel of the University.

The Chairman referred such matter to the Personnel Relations Committee for study and recommendations.

Copies of 28 letters, reports and documents pertaining to various University operations had been furnished as background information to each Trustee prior to the meeting. A list of such documents is as follows:

Letter of President Coffelt dated October 6, 1981 to Vice Chancellor Lerner regarding Ohio Technology Transfer Organization . . . . .	1
Letter of appreciation from Chancellor Moulton . . . . .	2
Enrollment Report, Fall 1981 . . . . .	3
Comparison of Instruction and General FTE Staffing to FTE Enrollment, Fall 1981 . . . . .	4
Correspondence regarding Acceptance of a Gift of Property . . . . .	5
Letter of Governor James Rhodes dated October 6, 1981 to President Coffelt regarding the dedication of the Arnold Stambaugh All-Sports Complex . . . . .	6
Sports Complex Subscription Summary, October 27, 1981 . . . . .	7
Memorandum of President Coffelt regarding Coordination and Management of All-Sports Complex . . . . .	8
Memorandum of President Coffelt regarding Food and Beverage Service, Stambaugh Stadium . . . . .	9
Letter of President Coffelt dated September 30, 1981 to Mr. Raymond Wean regarding the 1982 Distinguished Citizen Award ceremony . . . . .	10
Letter of President Coffelt dated October 2, 1981 to Mr. Paul Wigton regarding his appointment as President-Elect of Youngstown State University's Alumni Association . . . . .	11
Correspondence regarding Day Care Center . . . . .	12
Memorandum of Ohio Legislative Budget Committee and Office regarding Special Counsel Summary . . . . .	13
Letter of agreement of Attorney General William Brown dated July 1, 1981 to Mr. Edward A. Flask . . . . .	14

Statement for legal services rendered by Board's legal counsel . . . . .	15
Letter of Chancellor Moulton dated September 14, 1981 to President Coffelt approving the reaccreditation of the Emergency Medical Technician/Paramedic program at YSU . . . . .	16
Letter of Committee on Allied Health Education and Accreditation dated October 21, 1981 to President Coffelt awarding accreditation to the Respiratory Therapy Technician Program of Youngstown State University for a five year period . . . . .	17
Letter of Board of Nursing Education and Nurse Registration dated September 28, 1981 to Gilda DeCapita approving YSU Associate Degree Program in Nursing . . . . .	18
Letter of President Coffelt dated October 14, 1981 to Mr. Allan Ostar, President of AASCU accepting membership on AASCU's Committee on Research and Liaison . . . . .	19
Pending Litigation in Court and Matters before Boards and/or Commissions . . . . .	20
Class Size Distribution Comparative Report, Fall 1981 . . . . .	21
Correspondence regarding Report on Faculty Improvement Program . . . . .	22
Memorandum of Vice President Gillis regarding Administrative Increments for Chairpersons . . . . .	23
Memorandum of Vice President Gillis regarding assignment of Dr. A. Duane Sample as Coordinator of Faculty Development . . . . .	24
Reports of Classified Personnel Actions . . . . .	25
Memorandum of Vice President Alderman to President Coffelt regarding Certification of Group Insurance Participation . . . . .	26
Grievance Disposition #128 regarding Dr. S. I. Roberts . . . . .	27
Monthly Reports of Activity, Security--August and September 1981 . . . . .	28

ITEM XI - Unfinished Business.

There was no unfinished business.

ITEM XII - New Business.

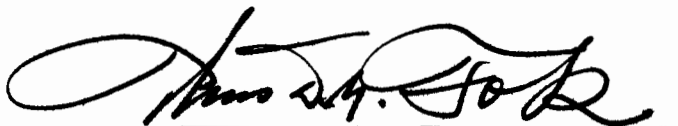
No other business was presented.

ITEM XIII - Time and Place of Next Regular Meeting.

There being no further business, on Motion made by Mr. Lyden, seconded by Mr. Brauning, which was 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 in the Board Room in Tod Administration Building on Friday, February 5, 1982, at 3:00 o'clock p.m." YR 1982-30

The meeting was duly adjourned at 4:45 p.m.

  
CHAIRMAN

ATTEST:

  
Secretary to the Board of Trustees

YOUNGSTOWN STATE UNIVERSITY  
 RESOLUTION FOR NEW APPOINTMENTS AND PROMOTIONS  
 AS OF November 13, 1981

Agenda Item D.1.  
Exhibit A

<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>
Zulauf, Lori S.	Instructor	Accounting and Finance Department	January 1, 1982	\$10,500 (9-Mon. Base: \$17,500)	9	
Jones, Barbara L.	Personnel Assistant	Vice President-- Personnel Services	September 1, 1981	\$12,501 (12-Mon. Base: \$14,978)	12	Promotion; position formerly held by Ms. Wirc
Rost, Duane F.	Associate Professor	Electrical Engineering Department	September 15, 1981	\$25,000	9	
Culler, James A.	Assistant Professor	Civil Engineering Department	September 15, 1981	\$23,300	9	Temporary/Terminal.
Constant, Sondra	Research Librarian	Maag Library	September 15, 1981	\$12,200	9	Temporary replacement for Ms. Schnell.
Pullman, Susan	Program Development Specialist	Secondary Education Department	September 15, 1981	\$ 6,800 (9-Mon. Base: \$17,000)	9	Externally funded; 9/15/81-12/31/81; possible extension.
McNicol, Linda P.	Curriculum/Media Development Specialist	Special Education Department	September 15, 1981	\$ 6,800	9	Externally funded; 9/15/81-12/31/81; possible extension.
Hankey, Frank	Assistant Professor	Engineering Technology Department	September 15, 1981	\$20,000	9	
Smith, Eileen	Director of Internal Audit	Internal Audit	September 28, 1981	\$18,277 (12-Mon. Base: \$24,000)	12	
Vogel, Margaret A.	Academic Advisor	School of Business Administration	September 15, 1981	\$10,694 (12-Mon. Base: \$13,431)	12	
Ghazi, Hassan S.	Associate Professor	Mechanical Engineering Department	September 15, 1981	\$28,665	9	Temporary/Terminal.
Fulton, Julie M.	Instructor	Advertising and Public Relations Department	September 15, 1981	\$17,500	9	Temporary/Terminal.

**EXHIBIT A**

YOUNGSTOWN STATE UNIVERSITY  
RESOLUTION FOR NEW APPOINTMENTS AND PROMOTIONS  
AS OF November 13, 1981

Agenda Item D.1.  
Exhibit A

<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>
Palipchak, John H.	Instructor	Business Education and Technology Department	September 15, 1981	\$16,000	9	Temporary/Terminal.
Chamberlin, Christina V.	Instructor	Allied Health Department	September 15, 1981	\$14,300	9	
Hawk, Marcellene	Instructor	Dana School of Music	September 23, 1981	\$12,667 (9-Mon.Base:\$13,000)	9	Temporary/Terminal.
Lim, Soon-Sik	Assistant Professor	Chemical and Metal- lurgical Engineering Department	September 23, 1981	\$21,436 (9-Mon.Base:\$22,000)	9	Contingent upon contin- ued clearance from INS to reside and work in Youngstown 3/5/82. Temporary/Terminal.
Julian, Gretchen	Instructor	Health and Physical Education Department	September 23, 1981	\$14,615 (9-Mon.Base:\$15,000)	9	Temporary/Terminal.
Shaffer, Garrett W.	Instructor	Speech, Communication and Theatre Department	September 28, 1981	\$14,193 (9-Mon.Base:\$14,800)	9	Temporary/Terminal.
Rodenbaugh, Karen L.	Project Assistant	Home Economics Department	October 7, 1981	\$ 6,785 (12-Mon.Base:\$14,000)	12	Externally Funded; 10/7/81-3/31/82.
Mitchell, Richard C.	Chairperson/Associate Professor	Art Department	October 15, 1981	\$24,684 (9.5-Mon.Base:\$27,773)	9.5	Changed from faculty member.
Yankle, Linda H.	Assistant Director for Systems Development	Computer Center	November 1, 1981	\$19,296 (12-Mon.Base:\$29,000)	12	Promotion; position for- merly held by Mr. Clare.
Wainio, Jean R.	Secretary	President's Office	November 2, 1981	\$ 5,579 (12-Mon.Base:\$17,064)	12	Temporary replacement for Ms. Martin.
Foxman, Michael J.	Staff Auditor	Internal Audit	July 1, 1981	\$16,640	12	Renewal; Revised contract.
Zona, Louis A.	Associate Professor	Art Department	October 1, 1981	\$23,880 (9-Mon.Base:\$25,308)	9	Reverted to faculty status.

**YOUNGSTOWN STATE UNIVERSITY**

**RESOLUTION ACCEPTING GIFTS**

as of November 13, 1981

<u>DONOR</u>	<u>AM'T. AND/OR DESCRIPTION</u>	<u>RESTRICTION OR PURPOSE OF GIFT</u>
Phillip B. Dennison (Matching Gift)	\$ 25.00	School of Business (Accounting Dept.)
Penguin Club-Youngstown, Ohio	200.00	Wilcox fund for School of Education
Penguin Club-Youngstown, Ohio	Universal Gym	Athletic Department
Penn-Ohio Section AIME	750.00	Scholarship Metallurgical Engineering Department School of Engineering
Youngstown Educational Foundation	80,000.00	Undergraduate scholarships
Youngstown Educational Foundation	10,000.00	In-house legal counsel
Youngstown Educational Foundation	10,000.00	Eynon Beyer Memorial Chair
Youngstown Educational Foundation	67,000.00	Cushwa Center
Youngstown Educational Foundation	85,000.00	Power increase for WYSU/FM radio station
Youngstown Educational Foundation	3,000.00	Mental Health Lectures
Dow Chemical Company	1,500.00	1,000 scholarships in Business Administration School, 500 other needs in such School

## Section 6. Sale and Use of Alcoholic Beverages on University Property

The Board of Trustees shall delegate to the President the final authority to establish, revise, approve, and enforce all policies and procedures pertaining to the control, sale, and the consumption of beer, and the use of other alcoholic beverages on designated premises of the University. The Director of Kilcawley Center shall be the designated administrative officer responsible to the President for carrying out the following rules and regulations concerning alcohol:

### 6.1 Beer Policy

The consumption of beer in Kilcawley Center shall be governed by the following rules:

- a. The University shall be authorized to apply to the State Department of Liquor Control for a D-1 permit.
- b. The ground floor of Kilcawley Center (exclusive of the Bookstore Annex and the Kilcawley Dormitory) is hereby designated as the permit premises.
- c. The Director of Kilcawley Center, in conjunction with the Kilcawley Center Board, shall recommend rules and regulations for the control of sale of beer on the designated premises. Such rules and regulations shall include but not be limited to: hours for opening and closing; procedures for checking the age of purchasers; requirements for bartenders; and other rules as appropriate to assure conformity to State law and University policy. Rules and regulations thus recommended shall be submitted to the President of the University for review, revision (if necessary), and approval.

### 6.2 Liquor Policy

6.2.1 The University shall permit the consumption of liquor at employee on-campus social events in accordance with the following conditions:

- a. The possession and consumption of liquor at on-campus social events by employees of Youngstown State University shall be in accord with State and local law and University policy.
- b. Permission for groups to serve liquor at on-campus employee social events must be obtained in written form from the President of the University, or his designee, at least two weeks in advance of the events.
- c. Such permission shall be restricted to designated rooms on the second floor of Kilcawley Center. The rooms shall be designated by the President of the University.
- d. Liquor may not be served at on-campus employee social events before 4:00 p.m., Monday through Friday; before 1:00 p.m., Saturday and Sunday; or before 1:00 p.m. on holidays when no University classes are scheduled. Closing hours for such events shall be in accord with the closing hours of Kilcawley Center.



## Section 6. Sale and Use of Alcoholic Beverages on University Property

- e. Liquor may not be served at an on-campus employee social event for which tickets are sold, a fee is charged, or a service charge is made.
- f. The sponsoring group of an on-campus social event, at which intoxicating liquor is to be served must employ a bartender through the Director of Kilcawley Center.
- g. Liquor to be served at on-campus employee social events must be delivered in bulk form to the bartender through the Director of Kilcawley Center. Any remainder will be removed in bulk form.
- h. Individuals attending such events shall not possess individual bottles of liquor.
- i. Set-ups for drinks at such social events must be purchased through the Director of Kilcawley Center.
- j. Non-alcoholic beverages and food must be served at any on-campus employee social event at which liquor is served.
- k. Intoxicating liquor may not be purchased with State funds.

### 6.2.2. THE UNIVERSITY PROHIBITS THE SALE OR USE OF ALCOHOLIC BEVERAGES IN ALL PUBLIC AREAS OF THE ARNOLD STAMBAUGH STADIUM. CONSUMPTION OF LIQUOR IS PERMITTED IN DESIGNATED PRIVATE AREAS UNDER THE FOLLOWING CONDITIONS:

- A. THE POSSESSION AND CONSUMPTION OF LIQUOR SHALL BE IN ACCORD WITH STATE AND LOCAL LAW AND UNIVERSITY POLICY.
- B. PERMISSION TO SERVE LIQUOR MUST BE OBTAINED IN WRITTEN FORM FROM THE PRESIDENT OF THE UNIVERSITY OR DESIGNEE.
- C. SUCH PERMISSION SHALL BE RESTRICTED TO DESIGNATED ROOMS IN THE STADIUM. THE ROOMS SHALL BE DESIGNATED BY THE PRESIDENT.
- D. LIQUOR TO BE SERVED MUST BE DELIVERED IN BULK FORM. ANY REMAINDER WILL BE REMOVED IN BULK FORM.
- E. INDIVIDUALS ATTENDING SUCH AREAS SHALL NOT POSSESS INDIVIDUAL BOTTLES OF LIQUOR.
- F. SET-UPS FOR DRINKS AT THE STADIUM MUST BE PURCHASED FROM THE CONCESSIONAIRE.
- G. NON-ALCOHOLIC BEVERAGES AND FOOD MUST BE SERVED AT ANY EVENT AT WHICH LIQUOR IS SERVED.
- H. INTOXICATING LIQUOR MAY NOT BE PURCHASED WITH PUBLIC FUNDS.

### 6.3 Amendments to Alcoholic Beverage Policy

The President is empowered to adopt and publish additional rules and regulations for the administration and enforcement of policies relating to the possession, sale, and consumption of alcoholic beverages by members of the academic community and their guests.

4. Capacitor Installation: Customer will install capacitors and perform all other acts necessary to meet its requirements for the improvement of the electrical power factor.

5. Cooperation: Thermal will cooperate in the improvement contemplated in item #4 above, but will not be required in any way to incur any expense therefore beyond the payment in item #2 above and the deductions in item #3 above.

6. If through no fault of Thermal, Customer ceases its purchase of Service from Thermal under the Steam Contract, or the Steam Contract is terminated by Thermal per paragraph (a), (b), (c), (d) or (f) (if due to the condition of customer distributing system) of section 23 of the steam contract, customer shall refund to Thermal that fraction of the amount actually paid by Thermal under section 2 of this agreement, composed of a denominator of 1460 days and a numerator equal to the number of days remaining until December 19, 1985. Customer will also pay interest at the rate of 10 1/2% per annum, on refunded amounts computed from time originally paid by Thermal until time refunded by customer.

7. Reaffirmation: Those portions of the Steam Contract not herein specifically rescinded shall remain in full force and effect.

IN WITNESS WHEREOF, this Agreement is executed by Thermal, acting by and through its authorized corporate officer, and by Customer, acting by and through its authorized officer.

YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN THERMAL CORPORATION

By: \_\_\_\_\_  
John J. Coffelt, President

By: \_\_\_\_\_  
Carl E. Avers, President

Agenda Item J.2.b.  
Exhibit E

DEVELOPMENTAL EDUCATION FUND

	<u>1981-82</u> <u>Budget</u>	<u>Adjustments</u>	<u>Revised</u> <u>1981-82</u> <u>Budget</u>
<u>INCOME</u>			
State Appropriation	\$110,360	( 61,130)	\$ 49,050
<b>TOTAL INCOME</b>	<u>\$110,360</u>	<u>( 61,130)</u>	<u>\$ 49,050</u>
Non Mandatory Transfer-Approved 8/29/81	53,023		53,023
Non Mandatory Transfer-Requested	0	46,310	46,310
<b>TOTAL RESOURCES</b>	<u>\$163,383</u>	<u>( 15,000)</u>	<u>\$148,383</u>
<u>EXPENDITURES</u>			
<u>PERSONAL SERVICES</u>			
Salaries:			
Graduate Assistants	\$ 4,500		\$ 4,500
Limited Service Faculty	5,000		5,000
Professional/Administrative	67,011		67,011
Classified	10,169		10,169
Wages	47,200	( 13,678)	33,522
<b>TOTAL SALARIES</b>	<u>\$133,880</u>	<u>( 13,678)</u>	<u>\$120,202</u>
Fringe Benefits	18,653	( 136)	18,517
<b>TOTAL PERSONAL SERVICES</b>	<u>\$152,533</u>	<u>( 13,814)</u>	<u>\$138,719</u>
<u>OPERATING EXPENSES</u>			
Supplies	\$ 2,500	( 686)	\$ 1,814
Travel-Official Business	1,500	( 500)	1,000
Subscriptions	250		250
Printing	900		900
Advertising	300		300
Telephone-Local	1,100		1,100
Telephone-Long Distance	600		600
Postage and Freight	600		600
Maintenance and Repairs-Equipment	600		600
Furniture and Furnishings	2,500		2,500
<b>TOTAL OPERATING EXPENSES</b>	<u>\$ 10,850</u>	<u>( 1,186)</u>	<u>\$ 9,664</u>
<b>TOTAL EXPENDITURES</b>	<u>\$163,383</u>	<u>(15,000)</u>	<u>\$148,383</u>

NEON FUND

	<u>1981-82 Budget</u>	<u>Adjustments</u>	<u>Revised 1981-82 Budget</u>
<u>INCOME</u>			
General Fee Allocation	\$ 50,468	\$1,350	\$ 51,818
Neon Printing Charge			*
Transfer-Reserve for Unalloc. Income			
Neon Mailing Charge	12,000		12,000
TOTAL INCOME	<u>\$ 62,468</u>	<u>\$1,350</u>	<u>\$ 63,818</u>
<u>EXPENDITURES</u>			
<u>PERSONAL SERVICES</u>			
Stipends	\$ 6,468		\$ 6,468
TOTAL PERSONAL SERVICES	<u>\$ 6,468</u>		<u>\$ 6,468</u>
<u>OPERATING EXPENSES</u>			
Office Supplies	\$ 300	\$	\$ 300
Photographic Supplies	2,850		2,850
Travel-Official Business	500		500
Printing	50,875		50,875
Advertising	150		150
Telephone-Local	300		300
Telephone-Long Distance	100		100
Postage	125	1,350	1,475
Student Stipends	0		0
Equipment-Photography	800		800
TOTAL OPERATING EXPENSES	<u>\$ 56,000</u>	<u>\$1,350</u>	<u>\$ 57,350</u>
TOTAL EXPENDITURES	<u>\$ 62,468</u>	<u>\$1,350</u>	<u>\$ 63,818</u>

\* Cannot be estimated at this time.



**YOUNGSTOWN STATE UNIVERSITY**  
YOUNGSTOWN, OHIO 44555

Urban Demonstration Program

1981-82

Revenue

Ohio Board of Regents \$25,774

Expenditures

Personal Services:

120	Professional/Administrative	\$ 5,600
130	Civil Service/Full Time	2,330
140	Wages	2,000
170	Professional Services	5,185
180	Honoraria	2,000
200	Fringe Benefits	<u>1,859</u>

Total Personal Services and Fringes \$18,974

Operating Expenses:

300	Supplies	\$ 1,500
330	Supplies	100
410/411	Travel	1,500
510	Subscriptions	400
530	Publications	1,000
550	Telephone - Local	100
551	Telephone - L.D.	300
570	Postage	1,000
799	Miscellaneous	<u>900</u>

Total Operating Expenses \$ 6,800

Total Urban Demonstration Budget \$25,774

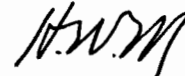
MEMO TO: DR. DAVID C. GENAWAY  
Librarian

FROM: Hugh W. Manchester, Secretary to  
the Board of Trustees

DATE: November 13, 1981

SUBJECT: Minutes of Meeting of the Board of  
Trustees of Youngstown State University  
held on August 29, 1981

I am enclosing a xerox copy of the official Minutes of the Board of Trustees meeting referred to above. The original Minutes of such Meeting were approved, signed and attested at today's meeting of the Board of Trustees.



H.W.M.

HWM:EVT

xc: President Coffelt  
Vice President Gillis  
Vice President Alderman  
Dr. Thomas D. Y. Fok,  
Chairman of the Board



# YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44555

November 13, 1981

Dr. Thomas A. Shipka, President  
YSU-OEA  
Youngstown State University  
410 Wick Avenue  
Youngstown, Ohio 44555

Dear Dr. Shipka:

Enclosed for your records find a copy of the Minutes of the Meeting of the Board of Trustees of Youngstown State University which was held August 29, 1981.

Such Minutes were approved at today's meeting of the Board and have now been signed by the Chairman and attested.

Yours very truly,

*Hugh W. Manchester*  
HUGH W. MANCHESTER

Secretary to the Board of Trustees

HWM:EVT

Enc.

xc: Dr. John J. Coffelt



**YOUNGSTOWN STATE UNIVERSITY**  
YOUNGSTOWN, OHIO 44555

November 13, 1981

Mr. Ronald P. Aey, President  
YSU Chapter of OCSEA  
Youngstown State University  
410 Wick Avenue  
Youngstown, Ohio 44555

Dear Mr. Aey:

Enclosed for your records find a copy of the Minutes of the Meeting of the Board of Trustees of Youngstown State University held August 29, 1981.

Such Minutes were approved at today's meeting of the Board and have now been signed by the Chairman and attested.

Yours very truly,

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

HUGH W. MANCHESTER  
Secretary to the Board of Trustees

HWM:EVT  
Enc.  
xc: Dr. John J. Coffelt





# YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44555

December 7, 1981

TO THE TRUSTEES OF  
YOUNGSTOWN STATE UNIVERSITY

Enclosed is copy of draft of Minutes of the meeting of the Board of Trustees held on November 13, 1981.

Enclosed also is copy of first page of the Minutes of the Board of Trustees meeting held on August 29, 1981, showing a correction which was noted at the time such Minutes were approved on November 13, 1981.

Yours very truly,

HUGH W. MANCHESTER

Secretary to the Board of Trustees

HWM:EVT

Enc.

Copy to:

Each of Nine Trustees

Dr. John J. Coffelt, President

Dr. Bernard T. Gillis, Academic Vice President

Dr. Neil D. Humphrey, Executive Vice President

Dr. Taylor Alderman, Vice President Personnel Services

Edmund J. Salata, Dean Administrative Services

Attorney Edward A. Flask, Legal Counsel

Attorney Theodore R. Cubbison, Director Legal Services

Mr. Fred W. Rich, State Examiner