

August 15, 1974

TO THE TRUSTEES OF
YOUNGSTOWN STATE UNIVERSITY

This notice is to advise you that the next regular meeting of the Trustees of Youngstown State University will be held on Saturday, August 31, 1974, at 12:30 p.m. in Room 220, Kilcawley Center.

The President's office will advise as to the Agenda.

The Trustees will meet at the same place following the commencement exercises for luncheon and informal discussions.

Hugh W. Manchester

Secretary to the Board of Trustees
of Youngstown State University

HWM MM

Copies of the above Notice were mailed on August 15, 1974 to:

William J. Brown
The Youngstown Vindicator
Vindicator Square
Youngstown, Ohio 44503

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

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

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

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

Albert J. Shipka
c/o United Steel Workers of America
Realty Building
47 Central Square
Youngstown, Ohio 44503

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

Robert E. Williams
1359 Virginia Trail
Youngstown, Ohio 44505

Dr. John J. Coffelt, President
Youngstown State University
410 Wick Avenue
Youngstown, Ohio 44503

Hugh W. Manchester

August 15, 1974

Mr. E. C. Abrams
President, YSU-OEA
Youngstown State University
410 Wick Avenue
Youngstown, Ohio 44503

Dear Mr. Abrams:

This is to inform you that a regular meeting of the Trustees of Youngstown State University is scheduled for August 31, 1974.

I am enclosing herewith a Xerox copy of the formal notice which is being sent to each Trustee.

Yours very truly,

Hugh W. Manchester

Secretary to the Board of Trustees
of Youngstown State University

HWM MM
Enclosure

Xc to Dr. Coffelt

August 15, 1974

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Hugh W. Manchester

Secretary to the Board of Trustees
of Youngstown State University

HWM MM
Enclosure

Xc to Dr. Coffelt

STATE OF OHIO
Executive Department

OFFICE OF THE GOVERNOR

Columbus

I, John J. Gilligan, Governor of the State of Ohio,
do hereby appoint Edward J. DeBartolo, Jr., Youngstown,
Mahoning County, Ohio, as a Member, Board of Trustees,
Youngstown State University, for a term beginning May 2,
1974 and ending at the close of business May 1, 1983,
vice John R. Wean, Jr., whose term expired.



IN WITNESS WHEREOF, I have
hereunto subscribed my name
and caused the Great Seal of
the State of Ohio to be affixed
at Columbus, this 16th day of
August, in the year of our Lord,
one thousand nine hundred and
seventy-four.

John J. Gilligan
Governor

SEP 12 1974

OATH OF OFFICE

PRESIDENT'S
OFFICE

I, Edward J. DeBartolo, Jr., promise and swear to support the Constitution of the United States and the Constitution of this State, and faithfully to discharge the duties of the office of Member, Board of Trustees, Youngstown State University to which I have been appointed for a term beginning May 2, 1974 and ending at the close of business May 1, 1983.

Edward J. DeBartolo, Jr.

STATE OF OHIO

COUNTY OF Wichita, ss

Personally sworn to before me, a Notary Public in and for said county, and subscribed to in my presence this 22nd day of August, 1974.

James Edward (Intelle)
My Commission Expires
October 24, 1978

MINUTES OF MEETING

of

BOARD OF TRUSTEES

YOUNGSTOWN STATE UNIVERSITY

Kilcawley Center
Saturday, August 31, 1974

Pursuant to determination by the Board at its last meeting, and the foregoing Notice mailed by the Secretary on August 15, 1974 to all Trustees (with copies to the President of the University and to the President of the YSU Chapter of OEA), a regular meeting (fortieth) of the Board of Trustees convened at 12:30 p.m. on Saturday, August 31, 1974 in Rooms 216-217 in Kilcawley Center. This followed the summer commencement ceremonies and an informal luncheon of the Trustees.

Eight Trustees were present at and throughout the meeting: Mrs. Ann L. Isroff, William J. Brown, Dr. Bertie B. Burrowes, Edward J. DeBartolo, Jr., Carl L. Dennison, John M. Newman, Albert J. Shipka and Fred C. Shutrump, Jr. One Trustee, Robert E. Williams, was absent.

Other persons present included Dr. John J. Coffelt, President, Dr. Earl E. Edgar, Vice President for Academic Affairs, Dr. Karl E. Krill, Vice President for Administrative Affairs, Mr. Joseph S. Rook, Vice President for Financial Affairs, Philip A. Snyder, Director of University Relations, Dr. Lawrence E. Looby, Special Assistant to the President, Dr. William D. Swan, Personnel Administrator, Hugh W. Manchester, Secretary to the Board of Trustees, Mrs. Marian Webster, Secretary to the President, Mr. Lewie C. Stephens, Director of Classified Personnel, Miss Patricia Davis, Secretary to the President, and John G. Ingram, Assistant Attorney General of Ohio. Approximately twelve Deans, Faculty members and members of the news media were also present.

Mrs. Isroff, 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 by the Secretary to each Trustee on August 15, 1974 was submitted and is attached to these minutes. The President's office had furnished supplemental materials on or about August 26, 1974.

ITEM II - Minutes of Meeting held June 22, 1974

Copies of the draft of minutes of the thirty-ninth meeting held on June 22, 1974 had been mailed on July 16, 1974 to each

Trustee, to the President, each Vice President and the State Examiner. There being no changes or corrections suggested, such minutes were approved upon motion made by Mr. Newman, seconded by Mr. Brown and duly carried, and the same were signed by the Chairman and attested by the Secretary.

ITEM III - Installation of new member of Board

Mrs. Isroff welcomed Edward J. DeBartolo, Jr. as a new member of the Board. He had been appointed to the Board for a term beginning May 2, 1974 and ending May 1, 1983, by John J. Gilligan, Governor of Ohio, by an appointment dated August 16, 1974 and an oath of office had been signed by him on August 22, 1974.

An oath of office as a Trustee of Youngstown State University was again administered to Mr. DeBartolo by John G. Ingram, a Notary Public and an Assistant to the Attorney General of Ohio, in the presence of the Board.

ITEM IV - Recommendations of the President

(1) Resolution Designating the Appointing Authority for Classified Civil Service Employees

Dr. Coffelt reported that under state law employees of the Classified Civil Service may appeal disciplinary suspension, and dismissal notices to the State Personnel Board of Review. In such instances, disciplinary actions against employees must be signed by the individual whom the Board of Trustees has designated to act in its behalf. In the absence of such authority, it is not deemed valid by the State Personnel Board or the courts, unless the action is specifically authorized by Board Resolution. The law in Ohio requires that all removals from positions in the classified service made by virtue of Civil Service law must be made by the appointing authority.

While the Board's Regulations authorize the President, with approval of the Board, to appoint such administrative personnel as are necessary to operate the University, it is preferable that such authority for classified employees be delegated to the Director of Classified Civil Service. Most state universities in Ohio have designated an appointing authority for classified civil service employees other than the President, and the State Personnel Board of Review so notified.

Upon the recommendation of the President and after a motion by Mr. Brown, seconded by Mr. Shutrump, received the affirmative vote of all Trustees present, the Chairman declared the following resolution duly adopted:

"WHEREAS Youngstown State University became a state-supported institution of higher education on August 15, 1967 and as a state-supported institution of higher education the appointment of its classified employees is governed by the provisions of Chapter 124, Ohio Revised Code, the state civil service law; and

YR 1975-1

WHEREAS said Chapter 124, Ohio Revised Code, sets forth the procedures to be used by the Youngstown State University Board of Trustees to designate the appointing authority for its employees in the classified civil service.

NOW, THEREFORE, BE IT RESOLVED that Lewie C. Stephens, Director of Classified Personnel, shall serve as the appointing authority for classified civil service employees of Youngstown State University, pursuant to Chapter 124, Ohio Revised Code, subject at all times to the general authority of the President to appoint and remove.

BE IT FURTHER RESOLVED, that periodic reports be made to the Board, through the President, of discretionary actions taken hereunder."

(2) Faculty/Staff Appointments and Promotions

Dr. Coffelt commented upon the retirement of his secretary, Mrs. Marian Webster, and introduced Miss Patricia Davis, who will hereafter serve as his secretary; and also upon the appointments of Dr. Charles McBriarty as Dean of Student Affairs and Richard J. Owen, who will serve as Librarian.

After a motion, which was made by Mr. Shutrump and seconded by Mr. Brown, received the affirmative vote of all Trustees present, the following resolution was declared duly adopted:

"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 1975-2

WHEREAS, new appointments and promotions have been made subsequent to the June 22, 1974 meeting of the Board of Trustees; and

WHEREAS such appointments and promotions are in accordance with the 1974-75 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 and promotions as listed in Exhibit A attached hereto."

(3) Pay Increases for Classified Civil Service Employees

The President stated that the 110th General Assembly, second session, enacted Amended Substitute House Bill 1476 on July 22, 1974 which provides pay increases for all classified civil service employees of the University, effective July 21, 1974. This Bill was signed into law by Governor John J. Gilligan on July 27, 1974.

The Bill appropriates to the Controlling Board, monies for partial funding of the pay increases and monies are to be distributed to state-supported Universities for this purpose by the Ohio Board of Regents. Not covered by appropriated funds are pay increases for fifty-nine University auxiliary service classified employees. The estimated annual cost of pay raises for these employees, including fringe benefits, is \$40,776. It is anticipated that this increase can be absorbed from unfilled vacancies and operating reserves for the 1974-75 fiscal year, and therefore it is recommended that student fees not be increased. The following resolution was declared duly adopted after motion by Mr. Shipka, seconded by Mr. Shutrump, received the affirmative vote of all Trustees present:

"BE IT RESOLVED, that the Board of Trustees approve the action of the University administration to pay increases of all classified employees of the University pursuant to the provisions of Amended Substitute House Bill #1476," YR 1975-3

(4) Distribution of Official Minutes of the Board of Trustees

The President reported that at present Board policy provides that official minutes of the Board of Trustees be filed in the President's Office and be available for inspection by interested persons. In addition, the Agreement with the Youngstown

State University Chapter of the Ohio Education Association provides that a copy of Board minutes be furnished to the officers of the Association.

Dr. Coffelt recommended that copies of official Board minutes be placed on file in the University Library and that photocopying be permitted upon the reimbursement to the University of all reasonable costs associated therewith.

After a motion by Mr. Newman, seconded by Mr. Shipka, received affirmative vote of all Trustees present, the following resolution was duly adopted:

"BE IT RESOLVED that the Secretary be directed to place on file in the University Library copies of minutes of the Board of Trustees, when officially approved, for inspection by interested persons; and YR 1975-4

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

(5) Purchase of Media Center Equipment

The President stated that at its meeting on April 17, 1969, the Youngstown State University Board of Trustees passed YR 1969-29 whereby a special reserve was established for Educational Television. The report "Redesignation and Reestablishment of Development Reserve Funds", dated June 30, 1973 continued the Educational Television reserve as a Development Project. In July, 1973, the administration agreed that a reasonable portion of these funds for broadcast television would be allocated to the Media Center to purchase the following two types of equipment: (1) Equipment needed to provide and utilize closed-circuit, color TV for on-campus instructional support, and (2) Equipment for the production and editing of sixteen millimeter, sound motion picture films. Cost of these types of equipment, under present bids, is \$80,504.00. Price increases are anticipated September 1, which indicates the desirability of placing orders for this equipment before that date. At its meeting on Wednesday, August 21, the Budget and Finance Committee approved a motion to authorize purchase of this equipment.

Upon motion by Dr. Burrowes, seconded by Mr. Newman, carried by unanimous vote, the following resolution was adopted:

"The Board of Trustees hereby affirms action of the Budget and Finance Committee authorizing the expenditure of \$80,504.00 from the YR 1975-5

Educational Television Development project to purchase Media Center equipment."

ITEM V - Report of the President of the University

Dr. Coffelt reported with respect to the following:

(1) The state subsidy formula is at present under review by the staff of the Ohio Board of Regents, and a revision of the present formula, which may not be to the advantage of Youngstown State University, may be recommended for enactment into law.

(2) The share of Youngstown State University for the cost of lands for the new MEDCO Administration Building (at the intersection of IS 76 and Route 44) is \$83,250. Pledges amounting to \$53,500 toward such share have been secured from local foundations, largely through efforts of Clarence J. Strouss, Jr. Curriculum planning for the Medical School is progressing.

(3) Enrollment decline, anticipated at about 3.6% may be stabilized, in part by emphasis being given through the "Student Outreach" program. The media has been helpful in making such program known.

(4) Graduate Fellowships, of from \$450 to \$630 each, are being made available through the Youngstown Educational Foundation.

(5) Youngstown Educational Foundation has agreed to fund tuition charges for 50 senior citizens (1 class each for three quarters) to assist in a program to permit senior citizens to register for classes.

ITEM VI - Report of the Vice President for Academic Affairs

Dr. Edgar presented copies of the Academic Calendar for the year 1974-75. A copy is attached to these minutes.

Dr. Edgar reported that:

(1) Restructuring of administrative committees as required by changes in the Senate Charter is progressing. 15 administrative members of the Academic Senate (to include the Academic Vice President and the Deans of Schools and Colleges), are to be appointed prior to the election by the Faculty of members of the Senate.

(2) Several academic programs approved, effective in the fall of 1974, by the Board of Regents, include:

Computer Technology, in the Department of Engineering Technology: B.S. in Applied Science; fall of 1974.

Computer Science Major in Department of Mathematics: B.S. degree; fall of 1974.

Drafting and Design Technology in the Technical and Community College: Associate in Applied Science; fall of 1974.

The Dental Hygiene Technology Program, also approved, cannot be offered until the Technical and Community College can be occupied, probably in the fall of 1975.

(3) The Regional Assembly held at Kent on July 25 to discuss the report of the Citizens Task Force on Higher Education, was attended by Mrs. Isroff, by 10 members of the Faculty and Staff of Youngstown State University, 10 students from Youngstown State University, and several of the local candidates and members of the Ohio Senate and House. A report on the Assembly is being prepared.

(4) Name changes in two Departments recently approved include: changing the Biology Department to the Department of Biological Sciences; and changing the Department of English and Communications to the Department of English.

(5) Special Consultants from other Universities have been retained to advise and assist in a study being undertaken as to possible clarification of the mission and role of the University and its several Schools and Colleges, in assisting in the promotion and operation of various programs of Technical Education, Bachelors Programs and at least one Master's Program, through the Technical and Community College.

ITEM VII - Report of the Vice President for Administrative Affairs

Dr. Krill reported concerning the following:

(1) Bids on proposals to add a third boiler and 3,000 tons of air-conditioning capacity as Phase II of the Central Utilities Plant amounted to \$1,025,271 (greatly in excess of the \$650,000 estimate). By transfer of \$100,000 remaining unspent from Phase I and by elimination of the proposed third boiler and some of the proposed standby pumping capacity on the chilled water installation, the project was revised so that construction may proceed.

(2) Bids to remodel the School of Education amounted to \$957,769 without fees or contingency. Estimated cost, including

fees and contingency was \$800,000. Meetings with the Architects and low bidders are being held to ascertain possible changes to bring costs within the authorized amount.

(3) Summer enrollment showed a head count of 5,004, and full time equivalency of 2,650. This was about 1% below 1973 summer enrollment in head count, and nearly 3% below in student credit hours. The Graduate School and Fine Arts showed gains; Business Administration and Education suffered losses.

ITEM VIII - Report of the Vice President for Financial Affairs

Mr. Rook presented and commented upon a preliminary Summary of Income and Expenses for the year ending June 30, 1974. A copy is attached to these minutes.

ITEM IX - Reports of Committees

(1) Budget and Finance Committee

(a) Redesignation and Reestablishment of Development Reserve Funds

Mr. Brown reported that the Budget and Finance Committee met on August 21, 1974, and evaluated the 1973-74 year-end closing figures and received the report and recommendations concerning proposed "Redesignation and Reestablishment of Development Reserve Funds." Recommended changes and additions, as indicated in the report, were received and approved.

The completion of some projects, such as the purchase of the Lincoln Project, may provide funds to be designated for other projects already approved but only partially funded. Funds made available through income from investments, completed projects and operating accruals have been distributed to funds as indicated. The report has been reviewed by the Budget and Finance Committee and recommended to the Board of Trustees for approval.

After a motion made by Mr. Brown, seconded by Dr. Burrowes, received the affirmative vote of all Trustees present, the Chairman declared the following resolution duly adopted:

"WHEREAS, an evaluation has been made of the YR 1975-6 monies available for redesignation and allocation of reserve and development funds and a report has been made concerning the changes during the fiscal year in the Reserve Funds program pursuant to YR 1974-2 and 1974-12; and

WHEREAS, the recommendations of the University Administration for evaluation, redesignation and distribution of available monies were submitted to the Budget and Finance Committee and recommended by it for approval by the Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby ratify, authorize and approve the redesignation and reestablishment of development reserve funds to include June 30, 1974 adjusted balances on final closing, as proposed in such report on Redesignation and Reestablishment of Development Reserve Funds."

(2) Building and Property Committee

(a) Resolution on Campus Landscape Design

Mr. Dennison reported that the Building and Property Committee recommended that the Landscape Architects who prepared the master landscape plan be retained by the State Architect to prepare drawings and specifications and to supervise construction as to a portion of the campus, and that monies for such design and supervision, up to \$102,200, be expended from the Campus Landscaping Development Fund for such purposes.

After a motion by Mr. Dennison, seconded by Mr. Brown, received the affirmative vote of all Trustees present, the Chairman declared the following resolution duly adopted:

"WHEREAS, the University is committed to a master landscape development program and has engaged a landscape design architect to develop a master plan; and

YR 1975-7

WHEREAS, that plan as developed has been approved by the Building Committee of the Board and presented to the Board at its January, 1974 meeting; and

WHEREAS, the State Architect has approved the proposition that the same landscape architect may be engaged to produce detailed working drawings and specifications for the integrated landscaping of those sites where building construction now is in progress, and much of the remaining area of the central campus; and

WHEREAS, the State Architect has worked closely with the University to facilitate the considerable

technical contractual difficulties involved in the above.

THEREFORE, BE IT RESOLVED, that the State Architect be requested to enter into contracts with the landscape architect firm, Labrenz Riemer, Inc., to produce the drawings and specifications required and to supervise the subsequent construction contracts. Monies for this design and supervision, not to exceed \$102,200 shall be expended from the Campus Landscaping Development Fund."

(b) Resolution Confirming Acquisition of Certain Properties as provided under YR 1970-24

It was reported that six parcels had been recently acquired pursuant to YR 1970-24, and that one parcel was awaiting Controlling Board approval.

Upon motion by Mr. Dennison, seconded by Mr. Newman, the following resolution was adopted by unanimous affirmative vote of the Trustees present:

"NOW BE IT RESOLVED, that the acquisition of YR 1975-8 the following six properties, acquired as provided under YR 1970-24, be hereby confirmed and approved.

STATE FUNDS

633 Bryson Street, City Lot No. 915 part, City of Youngstown.

Purchased from: Charles Zidian

646 Bryson Street, City Lot Nos. 927 part, 928, City of Youngstown.

Purchased from: Ohio Mu Alumni Corporation/
Sigma Phi Epsilon 53

649 Bryson Street, City Lot No. 1509, City of Youngstown.

Purchased from: Joseph and Robert Stefko

671 Elm Street, City Lot Nos. 948, 1652 part, City of Youngstown.

Purchased from: J. R. and Anne Halas (Hall)

34 West Spring Street, City Lot Nos. 917 part,
918 part, 1512, City of Youngstown.
Purchased from: American Legion Post 15 Inc.
c/o Odelin Kraja, Kraja Realty Company.

UNIVERSITY FUNDS

31 Lincoln Avenue, City Lot No. 1503, City of
Youngstown.
Purchased from: The University Foundation, Inc."

As a matter of information, the following pro-
perty is pending approval of the Controlling Board,
State of Ohio:

619 Bryson Street, City Lot No. 917, City of
Youngstown.
Owner: Lucille Zeigler

(3) Personnel Relations Committee

(a) Resolution to Approve Handbook of Policy and
Rules for Classified Civil Service Employees

Mr. Shutrump reported that a handbook for classified civil
service employees has been reviewed by the University Administration
and a copy of its final revision has been sent to all members of the
Board of Trustees. The handbook was reviewed by the Personnel Re-
lations Committee of the Board of Trustees at a meeting held on
August 19, 1974, and is recommended for submission for the Board's
consideration.

After a motion made by Mr. Shutrump and seconded by Mr.
Dennison, received the affirmative vote of all Trustees present,
the Chairman declared the following resolution duly adopted:

"WHEREAS, the need for a handbook for classified YR 1975-9
civil service employees has presented itself
through recommendations of employees and em-
ployee organizations interested in employee
welfare and personnel administration of the
University; and

WHEREAS, an evaluation of personnel policies
of the University has taken place and a
classified employees handbook setting forth
the policy and rules for Civil Service em-
ployees has been reviewed by the Personnel
Relations Committee;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees directsthe Administration to publish a Handbook for classified civil service employees which incorporates relevant statutes, Board policies and administrative regulations; and thereafter make such revisions as may be required to conform to statutory enactments, revisions in Board policy and administrative regulations."

(4) Committee on Bylaws and Regulations

It was reported that a subcommittee was working on possible revisions of the Regulations of the University, and that the committee may be able to report at the November meeting.

(5) Ad hoc Committee on Insurance

Mr. Dennison reported that the Committee on Insurance had reviewed the insurance carried by the University, had satisfied itself that contracts were let only after receipt of competitive bids; and that the committee was seeking advice from a competent independent advisor as to the proper insurance for the University.

ITEM X - Communications

The following communications were received and ordered filed:

1. A letter from Paul J. Lynch, Supervisor, Office of Auditor of State, dated July 3, 1974, which commended the University Administration upon its recent "University Travel Policy".
2. A notice re the fall meeting of the Association of Governing Boards, to be held at Chicago on October 24, 25, 1974. Mrs. Isroff expects to attend.
3. Copy of the President's letter of August 2, 1974 to Clarence J. Strouss, expressing appreciation for his assistance re MEDCO and for his gifts and for matching gifts from Northwestern Mutual Life Insurance Company.
4. Copy of the President's letter of August 9, 1974 to Mrs. Martha W. Murphy, Director of the Youngstown Project on Aging, which informed her concerning Youngstown Educational Foundation's grant to cover tuition fees for up to 50 senior citizens.

5. Copy of the President's letter of August 26, 1974 to the Vice Chancellor of the Board of Regents, and YSU's position paper re possible re-districting policies now being considered by the staff of the Board of Regents, and its possible adverse affect on Youngstown State University.

ITEM XI - NEW BUSINESS

On motion by Mr. Newman, seconded by Mr. Brown and carried by unanimous vote, the following resolution was adopted:

"WHEREAS, Raymond J. Wean, Jr. has served as an original member of this Board of Trustees since its organization, and the Board wishes to record and express its appreciation for his helpful assistance and the services rendered by him during the organization and beginning of the operations of the Youngstown State University as a part of the University System of the State of Ohio. YR 1975-10

NOW, THEREFORE, BE IT RESOLVED that this resolution of appreciation be recorded on the minutes of this meeting and that a copy of this resolution be sent to him."

On motion by Mr. Shipka, seconded by Mr. Newman and carried by unanimous vote, the following resolution was adopted:

"RESOLVED that the Trustees of Youngstown State University record in its minutes and express to Mrs. Marian Webster its appreciation for her many years of service to the University, and its best wishes for a happy retirement, and that a copy of this resolution be furnished to her by the Secretary. YR 1975-11

On motion by Mr. Newman, seconded by Mr. Shipka and carried by unanimous vote, the following resolution was adopted:

"I move that the President of the University be authorized to select or employ, with the approval of the Personnel Relations Committee, an individual or firm to serve as the consultant to the University in negotiations with the Youngstown State University Chapter of the Ohio Education Association." YR 1975-12

Mrs. Isroff announced appointments to Standing Committees of the Board. There being no objections, memberships for Standing Committees are as follows:

BUDGET AND FINANCE COMMITTEE

Carl L. Dennison, Chairman
William J. Brown
Dr. Bertie B. Burrowes
Robert E. Williams

BUILDING AND PROPERTY COMMITTEE

Fred C. Shutrump, Jr. Chairman
Edward J. DeBartolo, Jr.
Carl L. Dennison
Albert J. Shipka

STUDENT AFFAIRS COMMITTEE

Albert J. Shipka, Chairman
Dr. Bertie B. Burrowes
Edward J. DeBartolo, Jr.
John M. Newman
Joseph Simko
Edward Sturgeon

PERSONNEL RELATIONS COMMITTEE

Robert E. Williams, Chairman
William J. Brown
John M. Newman
Fred C. Shutrump, Jr.

YSU HOUSING COMMISSION

John J. Coffelt
Ann L. Isroff
Joseph S. Rook

Mrs. Isroff also announced membership on Ad hoc Committees as follows:

COMMITTEE ON BYLAWS AND REGULATIONS

John M. Newman, Chairman
Robert E. Williams
Ann L. Isroff
John J. Coffelt
Hugh W. Manchester
Dr. Lawrence E. Looby

INSURANCE COMMITTEE

Carl L. Dennison
Albert J. Shipka
Fred C. Shutrump, Jr.
John G. Ingram

DELEGATE TO INTER-UNIVERSITY COUNCIL

John M. Newman

Ann L. Isroff - alternate

ITEM XII - Next Regular Meeting

On motion of Mr. DeBartolo, seconded by Mr. Shutrump and carried by unanimous vote, it was:

"RESOLVED that the next regular meeting of YR 1975-13 the Board of Trustees of Youngstown State University be held at Youngstown State University on Saturday, November 23, at 11:00 a.m."

There being no further business, upon motion duly made, seconded and carried, the meeting was duly adjourned at 1:45 p.m.



Chairman of the Board of Trustees

Attest:



Secretary to the Board of Trustees

Resolution for New Appointments & Promotions
as of August 31, 1974

<u>NAME</u>	<u>TITLE</u>	<u>DEPARTMENT</u>	<u>DATE OF EMPL.</u>	<u>ANNUAL SALARY</u>
Carlisle, Kelvin S.	Project Coordinator*	Continuing Education	July 1, 1974	\$14,000
Clouse, Dennis	Assistant Director	Personnel	August 1, 1974	12,600
Cramer, Janice	Instructor	Home Economics	Sept. 15, 1974 to June 15, 1975	9,600
Creed, Norman	Media Utilization Coordinator	Media Center	July 1, 1974	13,000
Dandapani, Ramaswami	Assistant Professor	Engineering Tech. & Math	Sept. 15, 1974	12,000
Davis, Patricia	Secretary to President	President's Office	September 1, 1974	11,500
Dobbelstein, Thomas	Acting Chairman	Chemistry	July 1, 1974	21,060
Fischer, Dorothy A.	Assistant Professor	Elementary Education	Sept. 15, 1974 (1 yr. terminal)	12,487
Fox, John A.	Assistant Professor	Economics	Sept. 15, 1974	12,500
Giffen, Gary A.	Trainer	Athletic Department	August 1, 1974	11,000
Gottfried, Mike	Asst. Football Coach	Athletic Department	July 15, 1974	12,000
Henderson, Cheryl	Admission Counselor	Admissions & Records	July 1, 1974	10,400
Herrold, Rebecca	Assistant Professor	Dana School of Music	Sept. 15, 1974	12,000
Holl, Natalie A.	Coordinator*	Teacher Corps--Education	August 5, 1974	16,950
Jacobson, Susan D.	Acquisitions Librarian	Library	September 1, 1974	10,690
Klosterman, John	Director*	Tri-County Crime Laboratory	July 15, 1974 to January 31, 1975	12,187.50
McBrayer, John	Program Development Specialist*	Teacher Corps--Education	July 22, 1974 to June 30, 1975	17,472
McBriarty, Charles	Dean	Student Affairs	Sept. 15 or October 1, 1974	24,900
Nickelsburg, Robert	Associate Professor	Special Education	Sept. 15, 1974	13,500
Owens, Richard J.	University Librarian (Asst. Professor Courtesy Rank)	Library	November 1, 1974	20,000

*Funded by Special Grant from State or Federal Agency

Agenda Item E.2
Exhibit A

THE ACADEMIC CALENDAR 1974-1975

QUARTER 1974

Sept. 26	Thurs.	0800	Classes Begin
Oct. 2	Wed.	1900	Last day to add a class
Oct. 5	Sat.	1100	Last day to apply for Fall Quarter Graduation
Nov. 6	Wed.	1900	Last day for withdrawing with a W
Nov. 27	Wed.	2300	Thanksgiving Vacation Begins
Dec. 2	Mon.	0800	Thanksgiving Vacation Ends
Dec. 9	Mon.	0800	Final Examinations Begin
Dec. 14	Sat.	1430	Final Examinations End
Dec. 25	Wed.		Christmas Holiday - University closed

WINTER QUARTER 1975

Jan. 6	Mon.	0800	Classes Begin
Jan. 11	Sat.	1100	Last day to add a class
Jan. 11	Sat.	1100	Last day to apply for Winter Quarter Graduation
Feb. 15	Sat.	1100	Last day for withdrawing with a W
Feb. 17	Mon.		Legal Holiday - University closed
Mar. 17	Mon.	0800	Final Examinations Begin
Mar. 22	Sat.	2200	Final Examinations End
Mar. 29	Sat.	1000	Winter Commencement

SPRING QUARTER 1975

Mar. 31	Mon.	0800	Classes Begin
April 5	Sat.	1100	Last day to add a class
April 5	Sat.	1100	Last day to apply for Spring Quarter Graduation
May 10	Sat.	1100	Last day for withdrawing with a W
May 26	Mon.		Legal Holiday - University closed
June 9	Mon.	0800	Final Examinations Begin
June 14	Sat.	1430	Final Examinations End
June 21	Sat.	1000	Spring Commencement

SUMMER QUARTER 1975

June 18	Wed.	0800	Classes Begin-Entire Summer Quarter and First Term
June 21	Sat.	1100	Last day to add a class - First Term
June 24	Tues.	1800	Last day to add a class - Entire Summer Quarter
June 30	Mon.	1800	Last day to apply for Summer Quarter Graduation
July 4			Legal Holiday - University closed
July 8	Tues.	1800	Last day for withdrawing with a W - First Term Classes
July 22	Tues.	2200	First Term Ends (Final Examinations for First Term Classes are given during Last Scheduled Class Period)
July 24	Thurs.	0800	Second Term Begins
July 28	Mon.	1800	Last day to add a class - Second Term
July 29	Tues.	1800	Last day for withdrawing with a W - Entire Summer Quarter Classes
Aug. 13	Wed.	1800	Last day for withdrawing with a W - Second Term Classes
Aug. 27	Wed.	2200	Final Examinations End - Entire Summer Quarter Classes (Final Examinations given during Last Scheduled Class Period)
Aug. 27	Wed.	2200	Final Examinations End - Second Term Classes (Final Examinations given during Last Scheduled Class Period)
Aug. 27	Wed.	2200	Second Term and Entire Summer Quarter Ends
Sept. 6	Sat.	1000	Summer Commencement

Times provided above are based on the 24-hour system, in which the day begins at midnight and hours are numbered consecutively through 2400. Thus, 8:00 a.m. is 0800, and 8:00 p.m. is 2000.

All registration is by appointment only and is concluded prior to the beginning of classes for each quarter.

YOUNGSTOWN STATE UNIVERSITY
Statement of Income and Expenditures
Current General Fund
For the period of July 1, 1973 to June 30, 1974 *

CURRENT INCOME

INSTRUCTION AND GENERAL

State appropriation	\$10,847,810
Student fees	8,821,055
Recovery of indirect expense	20,171
Private gifts and grants	8,085
Departmental sales	40,025
Other	569,117
Total instruction and general	20,306,263
Public services	195,949
Total current income	20,502,212

CURRENT EXPENDITURES

INSTRUCTION AND GENERAL

Departmental instruction		10,128,830
General		
Instructional services	\$ 594,048	
Library	829,405	
Plant operation and maintenance	2,689,019	
Student services	944,943	
General expenses	1,099,074	
General administration	1,165,430	
Total general		7,321,919
Organized research		16,949
Public services		395,294
Student aid		750
Total current expenditures		17,863,742
Appropriation to (from) other funds		2,358,470
Total expenses and appropriations		20,222,212
Excess of current income over current expenditures and appropriations		280,000
Unappropriated current general fund balance, July 1, 1973		450,000
Unappropriated current general fund balance, June 30, 1974		\$ 730,000

*Preliminary Summary

YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44503

OFFICE OF THE PRESIDENT

September 18, 1974

Trustees of
Youngstown State University

Gentlemen:

Enclosed is draft of minutes of the Meeting
of Trustees held August 31, 1974.

Yours very truly,

Hugh W. Manchester

Secretary to the Board of Trustees
of Youngstown State University

HWM MM
Enclosure

These minutes mailed to the following on September 18, 1974

William J. Brown
Dr. Bertie B. Burrowes
Edward J. DeBartolo, Jr.
Carl L. Dennison
Mrs. Ann L. Isroff
John M. Newman
Albert J. Shipka
Fred C. Shutrump, Jr.
Robert E. Williams

Dr. John J. Coffelt, President
Dr. Karl E. Krill, Vice President
for Administrative Affairs
Dr. Earl E. Edgar, Vice President
for Academic Affairs
Dr. Joseph S. Rook, Vice President
for Financial Affairs
Mr. Hershel Rickard, University State
Examiner

(TRUSTEES)

Hugh W. Manchester

YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44503

OFFICE OF THE PRESIDENT

November 7, 1974

TO THE TRUSTEES OF
YOUNGSTOWN STATE UNIVERSITY

This notice is to advise that the next regular meeting of the Trustees of Youngstown State University will be held on Saturday, November 23, 1974 at 11:00 a.m. in Room 216, Kilcawley Center.

The Trustees will meet for informal discussions in Room 220, Kilcawley Center, one hour prior to the regularly scheduled meeting.

The President's office will advise as to the Agenda for the regular meeting.

Hugh W. Manchester

Secretary to the Board of Trustees
of Youngstown State University

HWM MM

Copies of the above Notice were mailed on November 7, 1974 to the 10 persons listed on the reverse side of this page.

Hugh W. Manchester