

January 10, 1974

TO THE TRUSTEES OF YOUNGSTOWN STATE UNIVERSITY:

This notice is to advise you that a regular meeting of the Trustees of Youngstown State University will be held on SATURDAY, JANUARY 26, 1974 at 11:00 a.m. in the Faculty Lounge in Kilcawley Student Center.

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


 Secretary to the Board of Trustees
 Youngstown State University

Copies of the above Notice were mailed on January 10, 1974 to:

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

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

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

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

John M. Newman (Chairman)
 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 (Vice Chairman)
 1359 Virginia Trail
 Youngstown, Ohio 44505

Raymond J. Wean, Jr. President
 Wean United, Inc.
 Three Gateway Center
 401 Liberty Avenue
 Pittsburgh, Pa. 15222

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



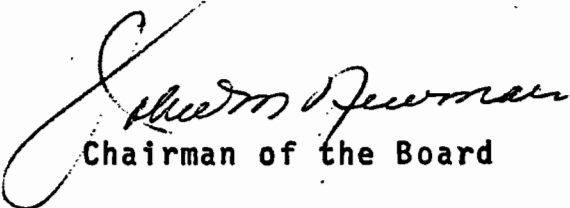
YOUNGSTOWN, OHIO 44503

OFFICE OF THE PRESIDENT

January 15, 1974

TO THE TRUSTEES OF
YOUNGSTOWN STATE UNIVERSITY

I am requesting that all Trustees meet in executive session at 10:00 o'clock a.m. on Saturday, January 26, 1974, which is one hour prior to the regular meeting of Trustees scheduled for that morning. The executive session will be held in the Deans Conference Room, which is Room 214, on the second floor of the Engineering Science Building, which is to the south of Kilcawley Center.


Chairman of the Board

N/M

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Youngstown State University
410 Wick Avenue
Youngstown, Ohio 44503



Youngstown State University
Board of Trustees Meeting

Faculty Lounge
Kilcawley Center

Saturday, January 26, 1974
11:00 a.m.

AGENDA

- a) Roll Call
- b) Proof of Notice of Meeting
- c) Disposition of Minutes of Meeting Held Saturday, November 10, 1973
- d) Recommendations of the President of the University
 1. Resolution on Establishment of a College of Fine and Performing Arts
 2. Resolution to Amend Kilcawley Center Board Constitution
 3. Resolution for Approval of Dental Hygiene Technology Program
 4. Resolution for Redesignating Graduate School Application Fee
- e) Report of the President of the University
 1. College of Medicine
 2. Task Force on Higher Education
 3. Energy Saving Activities
 4. Senate Reorganization
 5. State Subsidy Appropriations
 6. Other--Report of Vice Presidents
- f) Report of Committees of the Board
 1. Building Committee
 - a. Resolution to Approve Preliminary and Basic Plans for Remodeling the Elm Street School Building
 - b. Other
 2. Finance Committee
 - a. Resolution to Purchase Lincoln Project Property
 - b. Report on Property Acquisition
- g) Communications
- h) Old Business
 1. Report on "Mutual Understandings"
 2. Other
- i) New Business
 1. Date of Next Regular Meeting
 2. Other
- j) Adjournment

SUPPLEMENTAL MATERIALS
FOR THE
BOARD OF TRUSTEES AGENDA

MEETING OF JANUARY 26, 1974

Board of Trustees Meeting, January 26, 1974

Resolution on Establishment of a College of Fine and Performing Arts

With construction under way on Bliss Building, which has been designed to accommodate the special requirements of Music, Art, and Speech and Dramatics, comes the opportunity to make a change in university organization that will be an expression of the affinity of these departments of the Fine and Performing Arts. Establishment of a School or College to bring these three units of the university together was included in the Caudill Rowlett Scott master plan for the University campus, issued three or four years ago.

Earlier this year the Dean of the Dana School of Music resigned to accept a position at Northern Arizona University. Because a decision on the creation of this new administrative unit should precede any steps to fill this vacancy on a permanent basis, the following resolution is being recommended.

'WHEREAS, the Dana School of Music and the departments of Arts and Sciences have in common a commitment to the fine and performing arts and; YR 1974-

WHEREAS, the establishment of a separate school or college for these departments will aid in providing visibility for these disciplines among students, alumni and the public, as well as facilitate cooperative efforts among the various arts:

WHEREAS, the establishment of a College as an organization for the faculties in Music, Speech & Dramatics, and Art will make possible the most productive use of the new facilities provided by the Bliss Building; therefore

BE IT RESOLVED, that a College of Fine and Performing Arts be established at Youngstown State University, the constituent elements of which shall be the present Dana School of Music, the Department of Art, and the Department of Speech and Dramatics."

Board of Trustees Meeting, January 26, 1974

Resolution to Amend Youngstown State University
Kilcawley Center Board Constitution

In order to fulfill its responsibility, the Kilcawley Center Board has had difficulty in locating and retaining a qualified graduate school representative. The Board has requested that the Constitution be amended to eliminate the requirement that the graduate student member be enrolled for 9 quarter hours. Because it also encounters difficulty in meeting the quorum requirements for faculty and/or staff representatives, they have proposed that the alumni member be included as one of the 3 faculty and/or staff representatives required by the Constitution. We concur with the Board's recommendation and present the following resolution.

BE IT RESOLVED that Article VI, Section 2 be amended to read:

"A graduate student must be enrolled in a graduate program each quarter during which he is a member of the Board, and must maintain good standing".

BE IT FURTHER RESOLVED that Article VI, Section 2 be amended to read:

"Eight members of the Board shall constitute a quorum provided that no fewer than three of such eight members present shall be members of the faculty, staff and/or alumni".

Board of Trustees Meeting, January 26, 1974

Resolution Authorizing Dental Hygiene Technology Program

At its meeting on January 11, 1974, the University Senate approved the establishment of a two-year Dental Hygiene Technology Program leading to the degree Associate in Applied Science, as proposed by the Technical and Community College.

Attached as Exhibit A is a description of the curriculum for the new program, including a justification of the need for the program, estimates of prospective enrollments, and projected needs for faculty and facilities. The consulting services of Dr. Louis P. DiOrio, an experienced dental hygiene educator, were utilized in developing this program, strongly supplemented by an Advisory Committee consisting in the main of area dentists. Upon approval of the program, the consulting service of the American Dental Hygienist Association will be obtained to assist in the final planning of the clinical laboratory and its relationship to the course requirements of the curriculum.

As a part of the attachment there is a summary of the proposal showing number of students expected to enroll, the number of new quarter courses to be offered, and number of additional technical faculty needed to offer the curriculum; and an estimated budget showing for 1974, 1975, and 1976, estimated income and additional costs to be incurred.

Because of the equipment outlay needed for the clinical laboratory, and relatively low-student-faculty ratio, this program will need to be studied carefully as the University makes its analysis of the annual budget for 1974-75 and also looks at budgetary commitments in the years immediately ahead.

On the other hand, area dentists have strongly urged that the University establish this program, and there is evidence of substantial interest on the part of prospective students.

Dental Hygiene Tech. Program
Page 2

Approval of this program, by the Ohio Board of Regents, is needed before the program can be implemented. The program must be approved by all local authorities, including the Board of Trustees, before it can be submitted to the Board of Regents for approval. This approval is sought, now, with the understanding that its implementation is contingent upon the availability of capital and operating funds. Therefore, the following resolution is submitted:

"BE IT RESOLVED, that Youngstown State University is authorized to offer a two-year program in Dental Hygiene Technology, leading to the Associate Degree in Applied Science."

YR 1974-

Board of Trustees Meeting, January 26, 1974

Resolution Redesignating the Graduate School Application Fee
to a Graduate School Matriculation Fee

The University presently charges a \$15 application fee to cover the cost of processing the application of each new student at the undergraduate and graduate levels. Upon recommendation of the Budget Committee, it is proposed that the application fee assessed for graduate school applications be redesignated as a matriculation fee of \$15. It is felt that this redesignation from payment upon application for admission to payment at time of registration (matriculation) would assist in recruiting graduate school students and increase the number of graduate school applicants. If only a few additional students register in the graduate school, the increase in subsidy and tuition fee income would offset the decrease in the University's income from admission fees. The following resolution is therefore recommended:

"BE IT RESOLVED, that the non-refundable application fee of \$15 presently required of each student who seeks admission to the University at the graduate level is hereby redesignated as a non-refundable graduate school matriculation fee of \$15, such matriculation fee to be assessed upon each student at the time of his initial registration as a student in the graduate school, to be effective as of this date for all applications hereafter received for the 1974 fall quarter and subsequent quarters (it being understood that no application fees heretofore received will be refundable)."

YR 1974-

Board of Trustees Meeting, January 26, 1974

Resolution to Approve the Preliminary and Basic Plans
for Remodeling the Elm Street School Building

The Associate Architect, Mr. James S. Olsavsky, has progressed through preliminary and basic stages of planning, and now is ready to seek approval of the Board of Regents and Public Works to proceed with the final stage of drawings.

Approval of the preliminary and basic stages of planning is needed from the Board of Trustees. The following resolution is recommended for approval:

WHEREAS, under House Bill 988, the General Assembly YR 1974-
of the State of Ohio appropriated \$400,000 for the
remodeling of the Elm Street School to house the
School of Education and reappropriated these funds
under House Bill 985; and

WHEREAS, the Youngstown State University Board of
Trustees set aside \$400,000 in a Development Project
to augment the above funds; and

WHEREAS, the architectural firm of James S. Olsavsky
has completed preliminary and basic stages of the
planning; and

WHEREAS, these drawings have been submitted to and
approved by the Building Committee of this Board.

NOW, THEREFORE, BE IT RESOLVED that the preliminary
and basic plans for the remodeling of the Elm Street
School building be hereby approved.

Board of Trustees Meeting, January 26, 1974

Resolution to Purchase the Lincoln Project Property

City Lot No. 1503, Corner of Lincoln Avenue and Phelps Street

from The University Foundation, Inc.

The Lincoln Project property located on the corner of Lincoln Avenue and Phelps Street is a six story building which was financed and built for the use of the University at a time of expanding enrollment and when space was not available for University expansion. A non-profit foundation known as The University Foundation, Inc., was organized. It borrowed \$1,615,000 from The Dollar Savings and Trust Company, purchased and razed the Lincoln Hotel and erected a modern classroom and office building on the site to meet needs of Youngstown State University.

Youngstown State University entered into an agreement to lease the building at \$228,000 per annum, with rental to be applied to the interest and principal to amortize the loan of \$1,615,000. The agreement included an option to purchase by paying cash or assuming the mortgage at any time. The Board of Trustees on November 10, 1973 provided for funds to purchase the Lincoln Project by YR 1974-12 "Redesignation and Reestablishment of Development Reserve Funds". Expenditure of funds from this account requires advance approval of the Board of Trustees, therefore the following resolution is recommended for approval:

WHEREAS, Youngstown State University has leased the Lincoln Project building located at the intersection of the southerly line of Lincoln Avenue, and the easterly line of North Phelps Street, known as City Lot No. 1503, from The University Foundation, Inc., since April 1, 1969; and YR 1974-

WHEREAS, the agreement between The University Foundation, Inc., and Youngstown State University provides for a net lease agreement and payment of \$228,000 as annual rent, payments to be made at The Dollar Savings and Trust Company to apply on account of principal and interest on the original construction loan of \$1,615,000 (with interest at 7 percent interest per annum), and

WHEREAS, under the terms of the lease the University has the right to purchase said property at any time during the term of said lease upon terms and provisions set out in said lease an option to purchase the building for the balance owed at the time of purchase, and

WHEREAS, the current unpaid principal balance is \$1,009,162 and will remain at that amount until the next annual installment of rent is paid, and

WHEREAS, the Lincoln Project is in close proximity to the main central Campus area and is being used for classrooms and offices for the School of Business Administration, the Graduate School and by other University offices; and

WHEREAS, funds for purchase of the Lincoln Project property were authorized on July 13, 1973, by YR 1974-2 "Resolution on the Redesignation of Reserve Funds," subject to year-end closings as at June 30, 1973; and were again authorized on November 10, 1973 by YR 1974-12 "Redesignation and Reestablishment of Development Reserve Funds."

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Youngstown State University exercise its option to purchase said property using University funds provided in YR 1974-12 for the balance due on the mortgage as at April 1, 1974 (\$1,009,162) and to take title to said property in the name of the Board of Trustees subject to the lien of such mortgage in such amount, it being understood that costs of transfer, appraisals and recording will be paid by the University, if approval is granted by the Controlling Board, State of Ohio; and

BE IT FURTHER RESOLVED that the President and Vice President for Financial Affairs are further hereby authorized and directed to execute and deliver any and all documents which may be deemed necessary to consummate such purpose, when and if approved by such Controlling Board.

Report on Acquisition of Certain
Properties under 1970-24:

As a matter of information, the following properties are pending approval by the Controlling Board, State of Ohio:

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

645 Bryson Street, City Lot No. 914 part, City of Youngstown, owner: Mildred Loy, c/o A. J. LoGiudice

The University is also in the process of acquiring the following properties:

646 Bryson Street, City Lot Nos. 927 part, 928, City of Youngstown, owner: Ohio Mu Alumni Corp. of Sigma Phi Epsilon Fraternity

662-664 Bryson Street, City Lot No. 929, City of Youngstown, owner: Sam Amicarelli

667-667 1/2 Bryson Street, City Lot No. 5072, City of Youngstown, owner: Julius Tareshawty Et Al

670 Bryson Street, City Lot No. 1527, City of Youngstown, owner: R. W. Rosenblum

122 Wade Street, City Lot No. 9004, City of Youngstown, owner: Mrs. Dorothy Harvey, c/o Atty. Gulick

122-124 Webb Street, City Lot No. 3490, City of Youngstown, owner: Gus and Eloise Johnson

**YOUNGSTOWN STATE UNIVERSITY****YOUNGSTOWN, OHIO 44503**

January 10, 1974

Dr. John J. Coffelt
President
Youngstown State University
Youngstown, Ohio 44505

Dear Dr. Coffelt:

Attached herewith is a memorandum which summarizes for you the informal procedures which have been worked out in the past for solving grievances which arise involving various classified employees of the University. This information is submitted in accordance with the request made by the Board of Trustees at their meeting on November 10, 1973.

Yours sincerely,

A handwritten signature in cursive script that reads "R. D. Orlando".

R. D. Orlando, P.E.
Director of Physical Plant

CC: V.P. Rook
Mr. Stephens
Mr. Dampf

R.D.O.: MGB

MUTUAL UNDERSTANDINGS
between
YOUNGSTOWN STATE UNIVERSITY
and
THE SERVICE EMPLOYEES INTERNATIONAL UNION,
LOCAL 627

The Director of Physical Plant, Director of Non-Academic Personnel and other University representatives have met with representatives of The Service Employees International Union Local 627 on numerous occasions since 1968 to discuss matters of concern to maintenance and custodial employees. Meetings between the University and the Union have been conducted on an informal basis at the request of either party. The University has never refused to meet with its employees or union representatives on any grievances. On these occasions every effort was made to resolve grievances in an equitable manner.

During this period the University received three (3) grievances in writing, and written responses were given the grievants. However, during the month of December 1973, three additional written grievances were received and responses given. Since no reply has been received to date from the grievants, it is assumed these three grievances have been satisfactorily resolved.

Since 1969, mutual understandings have been agreed to on the following:

Job Postings

Dues Deduction - Full Time Employees

Dues Deduction - Part Time Employees

Grievance Procedure

Seniority

Floaters

Transfers

1-9-74

MUTUAL UNDERSTANDING BETWEEN THE UNION AND THE UNIVERSITY**Job Postings**

When a job vacancy covered by the Mutual Understanding occurs within Physical Plant because of retirement, resignation, transfer, death or the creation of a new position and it is to be filled the job shall be posted as follows:

The University will post job vacancies which shall have the following information:

Statement of Job Vacancy

Job Classification

Work Shift

Pay or Pay Range

Brief Job Description

Minimum Job Qualifications

Building and Work Area

Postings for the Custodial Department will be posted at all Custodial time clocks and on the bulletin board at the Personnel Department.

Postings for Maintenance and Grounds Departments will be posted at Maintenance time clocks and on the bulletin board at the Personnel Department. Posted job vacancies will be open to either sex.

Dues Deduction - Full Time Employees

The University will make deductions for these employees who have submitted the authorization card supplied by the University under Section 9.41 Ohio Revised Code. The authorization for deductions is revocable, by written notice, at the will of the employee.

Deductions authorized under Section 9.41 Ohio Revised Code will not be made for new employees who are serving the 120 day probationary period.

Dues Deduction - Part Time Employees

Employees working 16 hours or less per week on a regular basis will be considered part time and dues will not be deducted.

Grievance Procedure

A grievance procedure was established.

Seniority

Physical Plant seniority will be used along with other qualifications to select an employee who applies for a posted job vacancy.

Floaters

Floaters serve in training positions in the Custodial Department of Physical Plant and fill-in for employees on leave. Floaters may sign a job posting after completion of the probationary period of 120 days.

If no employee signs a job posting for a custodial worker, the most senior floater will be assigned to the job opening. The sixty (60) day waiting period to sign a job posting under this assignment will be waived.

Transfer

Employees who are awarded a job assignment as the result of signing a job posting will abide by the following:

Can refuse to take job position

Can take job on a 10-day trial

May not sign any other job posting for sixty (60) days from acceptance of the position.

OTHER PERSONNEL POLICIES

There are additional policies and guidelines applicable to all personnel who work for the University. Some of these are as follows:

Affirmative Action Policy

State's Wage Policy

Classification of Employees

Identification Cards

Parking Permits

Hospitalization, Surgical, and Major Medical

Life Insurance

Sick Leave

Vacation

Tuition Remission

Workmen's Compensation

Unemployment Compensation

Military Leave

Retirement

Probationary Period

Absences

Leave of Absence

Performance Rating

Jury Duty

Holidays

Compensatory Time

Reporting Personal Changes

Keys

Resignation and Exit Interview

JOHN H. RANZ
 HUGH W. MANCHESTER
 RICHARD B. WILLS
 PAUL J. FLEMING
 JAMES E. BENNETT, JR.
 JOHN WEED POWERS
 FRANKLIN S. BENNETT
 W. STEPHEN MELOY
 ROBERT N. DINEEN
 JACK C. HARRIS
 GILBERT M. MANCHESTER
 MICHAEL I. WALLING
 WILLIAM T. BODOH
 THEODORE M. KLUPINSKI
 STEPHEN T. BOLTON

LAW OFFICES
 MANCHESTER, BENNETT, POWERS & ULLMAN

ELEVENTH FLOOR
 UNION NATIONAL BANK BUILDING
 YOUNGSTOWN, OHIO 44503
 TELEPHONE 743-1171 AREA CODE 216

CURTIS A. MANCHESTER
 1902-1951
 JAMES E. BENNETT
 1917-1964
 FRANKLIN B. POWERS
 1914-1960

MYRON E. ULLMAN
 DON E. TUCKER
 OF COUNSEL

April 20, 1974

Mrs. Marian Webster
 Secretary to the President
 Youngstown State University
 Youngstown, Ohio

Dear Mrs. Webster:

Enclosed herewith for insertion in the official Minute Books of the Board which are kept in the President's office, are the following documents, to be inserted in the following order:

1. (15) pages - minutes of the meeting held January 26, 1974, now signed and attested by the Chairman and Secretary; plus 3 pages of Tables re Tenure and Enrollment.
2. 3 pages - Financial Statements referred to at page 9 of such minutes.
3. 1 page - memo dated November 9, 1973 from Simko and Davis to Dr. Coffelt, referred to at page 14 of such minutes.
4. 1 page - copy of my letter of February 13, 1974 to all Trustees, with my certification as to mailing.
5. 1 page - letter of the Chairman's Call dated February 13, 1974, calling a special meeting and requesting an informal conference on February 18, 1974.
6. 5 pages - affidavit and certified mail records and receipts evidencing the furnishing of the notice of February 13, 1974 to all Trustees.

#2

7. 4 pages - minutes of the special meeting held on February 18, 1974, now signed and attested by the Chairman and Secretary.
8. 1 page - copy of my letter of February 27, 1974 sending draft of #7 above, with certificate as to mailing same to each Trustee, the President, each Vice President, and the State Examiner.
9. Copy of my notice of April 4 to all Trustees advising that the next regular meeting would be held on April 20, 1974 at 10:00 a.m., with my certification as to the mailing of the same to each Trustee and the President.
10. Copy of my notice to each Trustee dated April 4, stating that Chairman Newman had requested an informal meeting of Trustees at 9:00 a.m. on April 20, prior to the regular meeting.

Yours very truly,

Hugh W. Manchester

HWM MM
Enclosures

MINUTES OF MEETING

of

BOARD OF TRUSTEESYOUNGSTOWN STATE UNIVERSITY

Faculty Lounge, Kilcawley Center
Saturday, January 26, 1974

Pursuant to prior determination by the Board and the foregoing Notice, which was mailed by the Secretary on January 10, 1974 to all Trustees, a regular meeting (thirty-sixth) of the Board of Trustees of Youngstown State University convened at 11:00 a.m. on Saturday, January 26, 1974, at the Faculty Lounge in Kilcawley Center (following an executive session which commenced at 10:00 a.m. in the Dean's Conference Room in the Engineering Science Building, as requested by the Chairman of the Board, by a letter to the Trustees dated January 15, 1974).

Seven Trustees were present at and throughout the meeting: John M. Newman, William J. Brown, Dr. Bertie B. Burrowes, Mrs. Ann L. Isroff, Albert J. Shipka, Fred J. Shutrump, Jr. and Robert E. Williams. Two Trustees, Carl L. Dennison and Raymond J. Wean, Jr. were 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, Joseph S. Rook, Vice President for Financial Affairs, Guy R. Solomon, Director for Information Services, Hugh W. Manchester, Secretary to the Board of Trustees, Mrs. Marian Webster, Secretary to the President, Raymond Orlando, Director of Physical Plant, John G. Ingram, Assistant Attorney General of Ohio, and James S. Olsavsky, Architect. Also present were representatives of the Jambar, The Youngstown Vindicator, other news media, and about twenty other persons, including some members of the faculty and student body.

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

ITEM I - Proof of Notice of Meeting

Evidence was presented that due notice of the meeting had been mailed on January 10, 1974, by the Secretary. Proof of mailing

such Notice is a part of the copy thereof, which precedes these minutes. The President's office had furnished some supplemental materials for consideration at the meeting, on or about January 21, 1974, with copies of the Agenda.

ITEM II - Minutes of the Meeting held November 10, 1973

Copies of the draft of the minutes of the meeting of Trustees held on November 10, 1973 (including a corrected Page 9 thereof) had been mailed on December 12 and December 17, 1973 to each Trustee, to the President, each Vice President, and the State Examiner. No changes or further corrections were suggested, and such minutes were approved, upon motion by Mr. Shipka, seconded by Mr. Brown and duly carried.

ITEM III - Recommendations of the President of the University

(1) Establishment of a College of Fine and Performing Arts

The President noted that the Bliss Building, presently under construction, is designed to accomodate special requirements in the fields of Music, Art, and Speech and Dramatics; that the master plan prepared a few years ago by Caudill Rowlet Scott, contemplated joining such three units into a single School or College of the University; and that the present need to find a replacement for the Dean of the Dana School of Music, who had resigned, made the time opportune for establishing a College of Fine and Performing Arts.

Upon recommendation of the President, and after a motion made by Mr. Shipka and seconded by Mrs. Isroff, received the affirmative vote of each Trustee present, the Chairman declared the following resolution duly carried:

"WHEREAS, the Dana School of Music and the de- YR 1974-15
partments of Arts and Sciences have in common
a commitment to the fine and performing arts; and

WHEREAS, the establishment of a separate school
or college for these departments will aid in pro-
viding visibility for these disciplines among
students, alumni and the public, as well as
facilitate cooperative efforts among the various
arts; and

WHEREAS, the establishment of a College as an or-
ganization for the faculties in Music, Speech &
Dramatics, and Art will make possible the most

productive use of the new facilities provided by the Bliss Building; therefore

BE IT RESOLVED, that a College of Fine and Performing Arts be established at Youngstown State University, the constituent elements of which shall be the present Dana School of Music, the Department of Art, and the Department of Speech and Dramatics."

(2) Amendment to Constitution of Youngstown State University Kilcawley Center Board

Dr. Coffelt reported that the Kilcawley Center Board was finding it difficult to (1) locate and retain a qualified graduate school representative; and (2) meet present quorum requirements as respects attendance by faculty and/or staff representatives. Upon recommendation of such Board, and with the concurrence of the President, Mr. Shipka moved for adoption the following resolution:

"BE IT RESOLVED that Article VI, Section 2 of YR 1974-16 the Kilcawley Center Board Constitution be amended to read:

A graduate student must be enrolled in a graduate program each quarter during which he is a member of the Board, and must maintain good standing; and

BE IT FURTHER RESOLVED that Article VI, Section 2 of such Constitution be amended to read:

Eight members of the Board shall constitute a quorum provided that no fewer than three of such eight members present shall be members of the faculty, staff and/or alumni."

The motion was seconded by Mr. Williams, and was declared duly carried by the Chairman, upon the affirmative vote of all Trustees present.

(3) Dental Hygiene Technology Program Authorized

Dr. Coffelt reported that the establishment of a two-year Dental Hygiene Technology Program leading to the degree Associate in Applied Science, as proposed by the Technical & Community College had received approval by the University Senate on January 11, 1974; that the proposed curriculum, estimated

enrollments, needs for faculty and facilities have been studied in consultation with Dr. Louis P. DiOrio, an experienced educator in such field; that costs may exceed estimated income; that some area dentists strongly urge such a program; and that there is evidence of substantial interest on the part of prospective students.

Upon recommendation by the President, and after a motion by Mr. Shipka, seconded by Dr. Burrowes, was carried by affirmative vote of all Trustees present, the Chairman declared the following resolution duly adopted:

"BE IT RESOLVED, that Youngstown State University is authorized to offer a two-year program in Dental Hygiene Technology, leading to the Associate Degree in Applied Science, when and if the President is reasonably satisfied that necessary funds are available and if approved by the Ohio Board of Regents." YR 1974-17

(4) Redesignation of the Graduate School Application Fee to a Graduation School Matriculation Fee

Dr. Coffelt reported that at present a \$15 application fee is charged to each new student, at both the undergraduate and graduate levels; that the Budget Committee believes that changing such fee from an application fee to a matriculation fee at the graduate levels would result in an increase in subsidy and tuition income which would exceed any losses of application fee income from the relative few graduate students who might apply but fail to matriculate, and would probably increase the number of graduate school applicants.

Upon motion by Mr. Shipka, seconded by Mr. Shutrump, and after affirmative vote by all Trustees present, the Chairman declared the following resolution properly carried:

"BE IT RESOLVED, that the non-refundable application fee of \$15 presently required of each student who seeks admission to the University at the graduate level is hereby redesignated as a non-refundable graduate school matriculation fee of \$15, such matriculation fee to be assessed upon each student at the time of his initial registration as a student in the graduate school, to be effective as of this date for all YR 1974-18

applications hereafter received for the 1974 fall quarter and subsequent quarters (it being understood that no application fees heretofore received will be refundable)."

ITEM IV - Report of the President of the University

(1) College of Medicine

Dr. Coffelt reported that on November 26, 1973, in ceremonies here at Youngstown State University the nine members of the Board of the Northeastern Ohio Universities College of Medicine were sworn into office by William Brown, Attorney General of Ohio; that Clarence J. Strouss was elected Chairman of such new Board; that Dr. Stanley Olson, who had served as consultant to MEDCO in planning such new college of medicine was elected as Provost; that on December 4, 1973 the new college received \$104,000 (5/12 of the current year's appropriation) from the Ohio Board of Regents; that temporary offices have been set up in the building occupied by the Northeastern Television of Ohio Staff, and that a search committee appointed to recommend a candidate for the Deanship of the College of Medicine includes from Youngstown, Dean Leon Rand, Mr. Albert Shipka, Miss Brienz, a pre-medical student, and Dr. Coffelt. He commented on the implied threat posed by recommendations of the Manpower Sub-committee of the Governor's Task Force on Health Care; the strong support of NEOU College of Medicine being given by the legislators from Northeastern Ohio, and the visit on December 28, 1973 by Dr. John Cashman, Director of Health for the State of Ohio, which developed a strong affirmative response to inquiries as to whether local physicians would accept teaching responsibilities and would accept full time clinical teachers on their staffs.

Dr. Larry Looby of Youngstown State University has been appointed as liaison intermediary between Youngstown State University and the College of Medicine; and Philip Rogers of Youngstown State University is to act as liaison intermediary to the General Assembly of Ohio. Both men were presented to the Board,

(2) Task Force on Higher Education

Dr. Coffelt reported further on the 32 member Citizens Task Force on Higher Education, which was appointed by the Ohio Board of Regents pursuant to provisions in Am. Sub H.B. #86 (an appropriation bill). It includes legislators, faculty members from Bowling Green and Ohio Universities, and the Presidents of the University of Cincinnati, Ohio State University and Ohio Wesleyan University.

The Task Force is to report back to the General Assembly and its major recommendations are to be on (1) relations between

the public and private sectors; (2) relations between four-year and two-year institutions and further developments needed; (3) present and future enrollment in post secondary education; and (4) future role of the Ohio Board of Regents.

The Task Force has organized three sub-committees: Missions, Finance and Governance, each of which is conducting public hearings. The Missions sub-committee met on the Youngstown Campus on November 30, and invited testimony on the role of urban institutions by students, faculty and administrators of urban institutions. Dr. Coffelt testified at such hearing.

The Task Force met on January 25 with the Inter-University Council in a day long session in Columbus. Its recommendations could have an important impact on higher education in Ohio.

(3) Energy Saving Activities

Dr. Coffelt reported concerning a program initiated to reduce energy consumption by 10%. Chief steps taken have been to reduce room temperatures to 68° or below; to lower light levels in classrooms and offices and to limit speed of University vehicles to 50 miles per hour. A committee is studying further possible steps, such as share the ride programs, arrangements with local transit authority, use of radio, television and independent study to reduce class meetings and possible rescheduling of classes.

(4) Senate Reorganization

Dr. Coffelt reported that substantial changes in the University Senate, recommended pursuant to the University's agreement with YSU-OEA, have been under study by the Constitution and Bylaws Committee of the University Senate since late summer of 1973. Its recommendations may be ready for submission in February or March. Dr. Coffelt had met once with such Committee concerning an early draft of a portion relating to functions and membership. He had supported providing for predominant policy making authority in the Faculty Senate in the areas of academic standards and curricular matters, but had stated he could not support and believed the Board would not agree to delegate "exclusive policy making power" to the University Senate. He was concerned that the final draft should recognize the function of administration and the responsibility and accountability of the University President to the Board of Trustees; the need for administrative review to evaluate fiscal impact of University Senate recommendations and the need to assure consistency with goals and policy as established by the Board of Trustees, the Ohio Board of Regents,

the General Assembly of Ohio and other public bodies which have policy making authority over Universities; also of the need for review of impact upon existing University commitments and physical accommodations.

Dr. Coffelt was hopeful that a new Senate Constitution can be developed to meet the conditions provided in the agreement, and that the Faculty, OEA and Administration can all support the Senate Constitution being developed.

(5) State Subsidy Appropriations

Dr. Coffelt reported that although the 1973-74 FTE enrollment of 9,919 was 331 short of the Regent's projected enrollment of 10,250 for such year, the enrollment mix was such that under the provisions of the Appropriations Act (Am. Sub. H.B. #86) the Ohio Board of Regents was able to advise, on December 31, 1973, that Youngstown State University's Instructional Subsidy for 1973-74 would be the full appropriation of \$10,660.750.

Preparation of a Budget for 1974-75. Increased costs are roughly estimated at \$1,050,000, due to costs required by the Agreement with OEA, fixed cost increases, faculty promotions, utilities rentals and new building operations. Pending legislation, if passed, could increase costs for civil service employees an additional \$300,000. Additional departmental operations, equipment and new programs may involve further costs.

Institutional income for the 1974-75 year has not yet been precisely projected. Qualification for the full subsidy allowance in 1973-74 hopefully will permit a balanced Budget without further increases in student tuition and fees.

(6) Report of Vice President for Academic Affairs

Dr. Edgar reported concerning:

- (a) The Degree Bachelor of Science in Applied Science will be used, effective with the fall quarter of 1973, to recognize completion of the baccalaureate programs in the Technical and Community College, in three programs: Nursing, Home Economics and Criminal Justice. Heretofore such programs led to the Bachelor of Science Degree. The change is reported to the Ohio Board of Regents.
- (b) Individualized Curriculum Programs initiated last year on a trial basis, have been discussed by about twenty students. To date ten proposals have been completed, of which two were approved, two were refused because their objections were attainable through regular curricular structure, and six are still pending.

- (c) Collective Bargaining is progressing under the Agreement with OEA. The "official personnel files" required by the Agreement are available for inspection by the faculty, and with faculty authorization, by the YSU-OEA. Such files are the only ones used for information needed in making decisions on a faculty member's promotion, dismissal, retention, and tenure. Consultation with the YSU-OEA occurs on a weekly basis.

Five Joint Administration-Association Committees have been established to cover: (1) Faculty Salary Inequity, (2) Faculty Evaluation, (3) Credit Union Feasibility, (4) Work Load Study and (5) Chairmen Evaluation. Some of such committees have completed their work.

Grievance procedures and forms have been developed. Out of seven grievances filed to date, three were settled at the first step (Department Chairman level), two were settled at the second step (Dean level) and two are pending hearings at the third step (Academic Vice President level).

Forms and procedures to implement promotion policy and alcoholic beverage policy have been developed. Leadership qualities exhibited by key officers of the Association promises well for future relations.

- (d) Tenure Status at YSU. A detailed report on Tenure is attached to these minutes. For the University as a whole in 1973-74, almost 57% of the faculty are tenured, ranging from 29.5% in the Technical & Community College, and 35.9% in the School of Education, to 66.7% in Engineering and 67.4% in Business Administration.
- (e) Faculty Projections for 1974-1975. Problems involving number and cost of faculty personnel which may arise due to expected enrollment decline next year, can probably be avoided due to flexibility permitted by vacant positions and limited-service faculty positions provided in the Budget.
- (f) Winter Commencement is scheduled for 10:00 a.m. on March 27, 1974 in the Beeghly Health and Physical Education Center.

(7) Report of Vice President for Administrative Affairs

Dr. Krill reported concerning:

- (a) Enrollment for the Winter Quarter is 12,772 Head Count, down 4% from the year previous. A detail of the Head Count statistics for Winter 1973-1974 is attached to these minutes.
- (b) Delay in Completion of the Distribution System by one contractor in particular, is causing many problems and embarrassment to the University. Pressure is being applied by the State Department of Public Works and possible full penalties may be imposed. Unless severe weather occurs, the project should be completed in February.
- (c) Classroom and Office Building for Arts and Sciences. 1973-75 appropriations include \$5.9 million for such a building. Planning by an advisory committee, (which has been under way since July, 1972) was submitted for review and approval in Columbus in December, 1973, and was approved. Plans contemplate 17 classrooms, 216 faculty offices, 9 conference rooms, 15 offices for graduate assistants, 43 secretarial spaces and miscellaneous laboratories. Total area is 114,000 square feet, including 39,000 for office area. A list of architects proposed by Columbus is under study.
- (d) Kilcawley Center carpeting is being installed and occupancy in February may be possible.
- (e) Campus Landscape Master Plan. A model and other material prepared by Labrenz Riemer, Inc, which had been favorably received by the Building Committee were explained by William H. Haines, Assistant Director for Campus Planning. A printed brochure showing the recommendations of such Landscape Architects for the area between Walnut Street and Fifth Avenue was furnished to each Trustee present.
- (7) Report of Vice President for Financial Affairs
Mr. Rook's report for the period July 1, 1973 to December 31, 1973 (3 pages) had been furnished with the Agenda, and a copy is attached to these minutes. Mr. Rook reported that expenditures and receipts are according to Budget estimates.

On motion by Mr. Williams, seconded by Mr. Shipka and duly carried, all reports of the President and each Vice President were ordered received to be filed.

ITEM V - Reports of Committees of the Board

(1) Building Committee

- (a) Resolution to Approve the Preliminary and Basic Plans for Remodeling the Elm Street School Building

Dr. Krill reviewed the reasons for the Board's approval in 1972 of the concept of remodeling Elm Street School Building (YR 1972-32) for use by the School of Education; reasons for approach to the remodeling in two phases and action of the Board of Regents and the State Controlling Board which led to selection of Mr. James S. Olsavsky (by YR 1972-34) as the Associate Architect to prepare the full plan for both phases. Mr. Olsavsky exhibited and explained the preliminary and basic plans for the proposed remodeling. He estimated probable costs at \$757,000 and estimated 9 to 12 months as the time necessary for completion if use of the building is continued during the remodeling. Dr. Edgar presented Arnold Moore, Dean of the School of Education and it was reported that the Building Committee had approved the preliminary and basic plans.

Thereupon, upon motion made by Mr. Shipka, seconded by Mr. Brown, and after affirmative vote by all Trustees present, the Chairman declared the following resolution duly carried:

"WHEREAS, under House Bill 988, the General Assembly of the State of Ohio appropriated \$400,000 for the remodeling of the Elm Street School to house the School of Education and reappropriated these funds under House Bill 985; and YR 1974-19

WHEREAS, the Youngstown State University Board of Trustees set aside \$400,000 in a Development Project to augment the above funds; and

WHEREAS, the architectural firm of James S. Olsavsky has completed preliminary and basic stages of the planning; and

WHEREAS, these drawings have been submitted to and approved by the Building Committee of this Board.

NOW, THEREFORE, BE IT RESOLVED that the preliminary and basic plans for the remodeling

of the Elm Street School Building be hereby approved."

(b) Names of Buildings and Streets

It was reported that no conclusions had been reached concerning guidelines for the naming of buildings and streets. The Committee hopes to make formal recommendations at the April meeting.

(2) Finance Committee

Mr. Williams, Chairman of the Finance Committee reviewed the terms of a lease and option to purchase the Lincoln Project Building, which is owned by The University Foundation, Inc., a non profit foundation, and which had been built to assist the University in meeting its needs for classroom and office space. He reported that funds to purchase the property at the balance due on the mortgage thereon would be available from Development Reserve Funds under Resolution YR 1974-12, adopted on November 10, 1973, and that it was recommended that purchase pursuant to the option terms be made in the near future.

He moved for adoption the following resolution:

"WHEREAS, Youngstown State University has leased the Lincoln Project Building located at the intersection of the southerly line of Lincoln Avenue, and the easterly line of North Phelps Street, known as City Lot No. 1503, from The University Foundation, Inc., since April 1, 1969; and YR 1974-20

WHEREAS, the agreement between The University Foundation, Inc., and Youngstown State University provides for a net lease agreement and payment of \$228,000 as annual rent, payments to be made at The Dollar Savings and Trust Company to apply on account of principal and interest on the original construction loan of \$1,615,000 (with interest at 7 per cent interest per annum); and

WHEREAS, under the terms of the lease the University has the right to purchase said property at any time during the term of said lease upon terms and provisions set out in said lease and option to purchase the building for the balance owed at the time of purchase; and

WHEREAS, the current unpaid principal balance is \$1,009,162 and will remain at that amount until the next annual installment of rent is paid; and

WHEREAS, the Lincoln Project is in close proximity to the main central campus area and is being used for classrooms and offices for the School of Business Administration, the Graduate School and by other University offices; and

WHEREAS, funds for purchase of the Lincoln Project property were authorized on July 13, 1973, by YR 1974-2 "Resolution on the Redesignation of Reserve Funds", subject to year-end closings as at June 30, 1973; and were again authorized on November 10, 1973 by YR 1974-12 "Redesignation and Reestablishment of Development Reserve Funds."

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Youngstown State University exercise its option to purchase said property using University funds provided in YR 1974-12 for the balance due on the mortgage as at April 1, 1974 (\$1,009,162) and to take title to said property in the name of the Board of Trustees subject to the lien of such mortgage in such amount, it being understood that costs of transfer, appraisals and recording will be paid by the University, if approval is granted by the Controlling Board, State of Ohio; and

BE IT FURTHER RESOLVED that the President and Vice President for Financial Affairs are further hereby authorized and directed to execute and deliver any and all documents which may be deemed necessary to consummate such purpose, when and if approved by such Controlling Board."

The motion was seconded by Mr. Shutrump, received the affirmative vote of all Trustees present, and was declared duly carried by the Chairman.

(c) Report on Acquisition of Certain Properties under 1970-24

It was reported that acquisition of the following properties are in process, pending approval by the Controlling Board of the State of Ohio.

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

645 Bryson Street, City Lot No. 914 part,
 City of Youngstown,
 Owner: Mildred Loy, c/o A. J. LoGiudice.

Also that the University is also in the process of acquiring the following properties:

646 Bryson Street, City Lot Nos. 927 part, 928, City of Youngstown,
 Owner: Ohio Mu Alumni Corp of
 Sigma Phi Epsilon Fraternity.

662-664 Bryson Street, City Lot No. 929,
 City of Youngstown,
 Owner: Sam Amicarelli.

667-667 1/2 Bryson Street, City Lot No. 5072,
 City of Youngstown,
 Owner: Julius Tareshawty et al.

670 Bryson Street, City Lot No. 1527,
 City of Youngstown,
 Owner: R. W. Rosenblum.

122 Wade Street, City Lot No. 9004,
 City of Youngstown,
 Owner: Mrs. Dorothy Harvey, c/o Atty. Gulick.

122-124 Webb Street, City Lot No. 3490,
 City of Youngstown,
 Owner: Gus and Eloise Johnson.

ITEM VI - Communications

- (1) Dr. Coffelt reported that Martha W. Murphy had written requesting a plan for permitting free admissions to classes by elderly persons. He stated that the problems involved are under study.
- (2) Dr. Coffelt also reported that the President of Student Council has advised that meetings of students are planned for February 8 and 9, 1974,

to discuss student problems and that it is hoped that members of the Board will attend and take part.

ITEM VII - Old Business

Relations with Non Academic Personnel

A letter from the Director of Physical Plant, summarizing various mutual understandings which had been worked out between the University and The Service Employees International Union, Local 627 since 1969 had been submitted to the Trustees as part of the Supplemental materials submitted with the Agenda.

Dr. Coffelt introduced Lewie C. Stephens, who has been employed since January 2, 1974 as Director of Classified Personnel, and reported that Mr. Stephens would soon undertake the preparation of a Handbook re Personnel, which would include mutual understanding which has been worked out covering custodial, as well as procedures, involving relations with other classified employees.

In this connection the Chairman recognized Mr. McCullum, Business Agent for Local 627, who spoke relative to relations involving work rules.

ITEM VIII - New Business

(1) Possible Student Representative on Board of Trustees

Mr. Newman read a letter dated January 23, 1974, from Joseph Simko and Skip Davis, Chairman and President of Student Council, requesting an opportunity to speak concerning such possibility, and a copy of their communication to President Coffelt dated November 9, 1973 on the same subject; (copy is attached to these minutes); and afforded each an opportunity to speak. In the discussion which followed, each indicated a desire for some proper means for communications between students and the Board of Trustees; and each indicated that communications by students might properly be made through some Committee of Trustees which might be created for such purpose.

(2) Committee on Bylaws and other matters

The Chairman stated that some changes in the Bylaws which govern Trustees (which might include creation of a committee to report concerning communications from students) as well as possible changes in the Regulations (which establish rules relative to powers and duties of various administrative employees and University

bodies) might be proper. He announced that he was appointing a committee composed of Mrs. Isroff, as Chairman, Mr. Williams and himself, together with Attorney Hugh W. Manchester and President Coffelt, to study the question of student representation on the Board, to study the Bylaws and Regulations with regard to possible amendment thereof, including the possible appointment of standing committees on student affairs and personnel affairs and to report back to this Board with any recommendations. It was hoped that a partial report could be made at the April meeting.

(3) Kilcawley Center Director

Phillip Hirsch, who is Director of Kilcawley Center, was introduced. He will have seven additional full time assistants, and 45 to 50 students who will work part time in administering the Kilcawley Center when the new addition is opened.

(4) Next Regular Meeting

On motion by Mrs. Isroff, seconded by Dr. Burrowes and duly carried, it was decided that the next regular meeting of the Board of Trustees should be held on Saturday, April 20, 1974 at 10:00 a.m., unless the Chairman or President determines that some other hour would be proper.

There being no further business the meeting was duly adjourned at 1:30 p.m.


 Chairman of the Board of Trustees

ATTEST:


 Secretary to the Board of Trustees

TABLE 1.1
 FULL-SERVICE ACADEMIC PERSONNEL
 BY COLLEGE

	Prev. Tenured		Eligible for Tenure 1974	TOTAL		Non Tenured	TOTAL
	No.	%		No.	%		
Arts & Sciences							
Department	153	61.2	31	184	73.6	66	250
Dean's Office	2	50.0		2	50.0	2	4
Total	155	61.0	31	186	73.2	68	254
Business Admin.							
Department	29	70.7	1	30	73.2	11	41
Dean's Office	2	40.0	1	3	60.0	2	5
Total	31	67.4	2	33	71.7	13	46
Education							
Department	13	38.2	3	16	47.1	18	34
Dean's Office	1	20.0		1	20.0	4	5
Total	14	35.9	3	17	43.6	22	39
Engineering							
Department	19	65.5	2	21	72.4	8	29
Dean's Office	1	100.0		1	100.0		1
Total	20	66.7	2	22	73.3	8	30
Music							
Department	16	59.3	1	17	63.0	10	27
Dean's Office	1	100.0		1	100.0		1
Total	17	60.7	1	18	64.3	10	28
Tech. & Comm.							
Department	12	27.9	3	15	34.9	28	43
Dean's Office	1	100.0		1	100.0		1
Total	13	29.5	3	16	36.4	28	44
University							
Department	242	57.1	41	283	66.7	141	424
Dean's Office	8	47.1	1	9	52.9	8	17
Total	250	56.7	42	292	66.2	149	441

Source: YSU Departmental Budget, 1973-74.
 YSU Faculty Tenure File.

TABLE 2.1

FULL-SERVICE ACADEMIC PERSONNEL
BY DEPARTMENT
FALL 1973

	FULL SERVICE ACADEMIC PERSONNEL						
	Prev. Tenured		To Tenure 1974	TOTAL		Non Tenured	TOTAL
	No.	%		No.	%		
Art	9	75.0		9	75.0	3	12
Biology	11	57.9	4	15	78.9	4	19
Chemistry	12	66.7	5	17	94.4	1	18
Economics	12	85.7	1	13	92.9	1	14
English	19	47.5	6	25	62.5	15	40
For. Lang.	7	77.8		7	77.8	2	9
Geography	4	57.1	1	5	71.4	2	7
Geology	4	80.0	1	5	100.0		5
H. & P.E.	10	47.6		10	47.6	11	21
History	12	63.2	5	17	89.5	2	19
Mathematics	18	69.2	5	23	88.5	3	26
Philosophy	5	71.4	1	6	85.7	1	7
Physics	8	80.0	2	10	100.0		10
Pol. Sci.	5	45.5		5	45.5	6	11
Psychology	9	56.3		9	56.3	7	16
Sociology	5	45.5		5	45.5	6	11
Speech	3	60.0		3	60.0	2	5
Accounting	9	75.0		9	75.0	3	12
Adv. & P.R.	3	42.9		3	42.9	4	7
Management	10	66.7	1	11	73.3	4	15
Marketing	7	100.0		7	100.0		7
Elementary	6	50.0	1	7	58.3	5	12
Foundations	3	42.9	1	4	50.0	4	8
Guid. & Coun.	1	20.0		1	20.0	4	5
Secondary	2	33.3	1	3	50.0	3	6
Special	1	33.3		1	33.3	2	3
C.E. & M.S.	5	71.4	1	6	85.7	1	7
Civil	4	80.0	1	5	100.0		5
Electrical	3	50.0		3	50.0	3	6
Industrial	1	33.3		1	33.3	2	3
Mechanical	6	75.0		6	75.0	2	8
Music	16	59.3	1	17	63.0	10	27
B.E. & S.S.	2	28.6		2	28.6	5	7
Bus. Tech.	1	100.0		1	100.0		1
Crim. Justice	1	8.3	2	3	25.0	9	12
Engr. Tech.	3	50.0		3	50.0	3	6
Home Econ.	1	25.0	1	2	50.0	2	4
Nursing	4	36.4		4	36.4	7	11
Special St.						2	2

Source: YSU Departmental Budget, 1973-74.
YSU Faculty Tenure File.

Enrollment Report: Winter 1974
(quarter) (year)

Date: January 24, 1974

SUMMARY OF HEAD-COUNT STATISTICS

	Winter 1973			Winter 1974			%
	Men	Women	Total	Men	Women	Total	
Arts & Sciences	2012	1314	3326	1819	1278	3097	93.1
Business Administration	2444	251	2695	2016	245	2261	83.9
Education	572	1388	1960	527	1214	1739	88.7
Engineering	753	12	765	713	19	732	95.7
Music	185	123	308	189	136	325	105.5
Technical & Community	1740	1602	3342	1725	1744	3469	103.8
Graduate	552	405	957	672	477	1149	120.1

Freshmen	2540	1686	4226	2197	1677	3784	89.5
Sophomore	1903	1329	3232	1778	1277	2995	92.7
Junior	1482	881	2363	1430	924	2354	99.6
Senior	1781	794	2575	1582	818	2400	93.2
Undergraduate Total	7706	4690	12396	6987	4636	11623	93.8
Graduate	552	405	957	672	477	1149	120.1
University Total	8258	5095	13353	7659	5113	12772	95.6
Full-Time-Equivalent	-----			-----			

RESIDENCY AND STUDENT LOAD

	Ohio	N-Ohio	Total	Ohio	N-Ohio	Total	%
Full-Time	7496	1391	8887	7137	1156	8293	93.3
Part-Time	4066	400	4466	4006	413	4479	100.3
Total	11562	1791	13353	11203	1569	12772	95.6
%	86.6	13.4	100.0	87.7	12.3	100.0	

STUDENT-CREDIT-HOUR PRODUCTION

Subsidy Level	Ohio	N-Ohio	Total	Ohio	N-Ohio	Total	%
General Studies							
Technical							
Bacc. General							
Bacc. Professional							
Undergraduate Total							
Graduate Masters							
University Total							

	Prev. Fall F-72	Year Ago W-73	%	Prev. Fall F-73	This Qtr. W-74	%
Head-Count	13988	13353	95.5	13458	12772	94.9

EIE (SCH/15)
FTE % N.A.

Statement of Income and Expenditures

Current General Fund

For the period of July 1, 1973 to December 31, 1973

CURRENT INCOME

Instruction and general:		
State appropriation		\$ 5,330,374
Student fees		6,066,868
Recovery of indirect expense		10,145
Private gifts and grants		5,485
Departmental sales		11,872
Other		226,953
Total instruction and general		<u>11,651,697</u>
Public services		84,564
Total current income		<u><u>11,736,261</u></u>

CURRENT EXPENDITURES

Instruction and general:		
Departmental instruction		4,093,965
General:		
Instructional services	\$ 113,563	
Library	417,302	
Plant operation and maintenance	1,043,881	
Student services	422,317	
General expenses	639,440	
General administration	528,969	
Total general		3,165,472
Organized research:		6,880
Public services		159,941
Total current expenditures		<u><u>7,426,258</u></u>
Excess of current income over current expenditures		4,310,003
Appropriation to (from) other funds:		
Loan funds	5,889	
Total appropriation		5,889
Excess of current income over current expenditures and appropriations		<u><u>4,304,114</u></u>

BUDGET SUMMARY

Estimated income for the fiscal year 1973-74		19,858,012
Less: Actual income to December 31, 1973		<u>11,736,261</u>
Uncollected portion of estimated income		<u><u>8,121,751</u></u>
Estimated income		19,858,012
Unappropriated balance, June 30, 1973		450,000
Total		<u>20,308,012</u>
Less: Appropriation expenditures	7,432,147	
Encumbered appropriations	888,020	
Fund balance-appropriated	<u>11,987,845</u>	
		<u>20,308,012</u>
Fund balance-unappropriated for the fiscal year 1973-74		<u>\$ -0-</u>

Schedule of Investments
December 31, 1973

CURRENT FUNDS

<u>Description</u>	<u>Rate or Yield</u>	<u>Term</u>	<u>Due Date</u>	<u>Face Value</u>	<u>Cost</u>
Investments:					
General:					
U. S. Treasury bills	7.000	113 days	2-14-74	\$ 50,000	48,901
U. S. Treasury bills	7.200	99 days	3-28-74	200,000	196,040
U. S. Treasury bills	7.350	101 days	3-28-74	150,000	146,907
U. S. Treasury bills	7.350	100 days	3-28-74	150,000	146,938
U. S. Treasury bills	7.350	105 days	3-28-74	150,000	146,784
U. S. Treasury bills	7.200	105 days	4-4-74	200,000	195,803
U. S. Treasury bills	7.350	126 days	4-25-74	125,000	121,784
U. S. Treasury bills	7.400	140 days	5-9-74	100,000	97,122
U. S. Treasury bills	7.400	154 days	5-23-74	100,000	96,835
U. S. Treasury bills	7.400	176 days	6-20-74	200,000	192,765
Federal Land Banks	7.150	627 days	1-20-75	160,000	160,000
Federal Home Loan Banks	9.375	124 days	1-25-74	500,000	500,000
Federal Home Loan Banks	7.100	238 days	2-25-74	250,000	249,856
Federal Intermediate Credit Banks	7.000	208 days	1-2-74	500,000	499,992
Federal National Mortgage Assoc.	7.200	180 days	6-10-77	200,000	200,000
Total Current Funds				<u>3,035,000</u>	<u>2,999,727</u>

ENDOWMENT FUNDS AND FUNDS FUNCTIONING AS ENDOWMENTS

Pooled investments:					
United States Government:					
Federal Land Banks	7.150	627 days	1-20-75	160,000	160,000
Federal Home Loan Mortgage Corporation	5.300	901 days	8-26-74	250,000	250,000
Federal Home Loan Banks	7.050	540 days	11-25-74	140,000	140,000
Federal Intermediate Credit Banks	7.500	269 days	4-1-74	300,000	300,000
Total Pooled				<u>850,000</u>	<u>850,000</u>

HARRY K. GRAEBING - ATHLETIC SCHOLARSHIP FUND

Separately invested:					
Corporate bonds:					
Industrial:					
Chrysler Financial Corporation	7.375	5 years	5-1-74	15,000	14,737

Schedule of Investments
December 31, 1973

ENDOWMENT FUNDS AND FUNDS FUNCTIONING AS ENDOWMENTS

<u>Description</u>	<u>Rate or Yield</u>	<u>Term</u>	<u>Due Date</u>	<u>Face Value</u>	<u>Cost</u>
<u>MILDRED N. GRAEBING - BUSINESS EDUCATION SECRETARIAL STUDIES SCHOLARSHIP</u>					
United States Government:					
U. S. Treasury bills	8.388	364 days	8-28-74	\$ 10,000	9,152
<u>NELLIE P. NICK - SCHOLARSHIP FUND</u>					
Corporate bonds:					
Industrial:					
Ford Motor Credit Corporation	6.875	7 years	3-15-78	5,000	5,034
<u>DOROTHY ZOLA GREENBERGER - MEMORIAL SCHOLARSHIP FUND</u>					
Corporate bonds:					
Industrial:					
Phelps Dodge Corporation	7.375	7 years	6-15-78	4,000	4,000
Cities-Service Company	7.000	7 years	1-15-78	5,000	5,020
Total				<u>9,000</u>	<u>9,020</u>
Total separately invested				<u>39,000</u>	<u>37,943</u>
Total endowment funds and funds functioning as endowments				<u>889,000</u>	<u>887,943</u>

PLANT FUNDS

Unexpended:					
U. S. Treasury bills	7.100	86 days	1-10-74	150,000	147,456
U. S. Treasury bills	7.000	113 days	2-14-74	100,000	97,803
U. S. Treasury bills	7.800	139 days	4-25-74	100,000	96,988
U. S. Treasury bills	7.600	149 days	5-9-74	200,000	193,709
U. S. Treasury bills	7.600	163 days	5-23-74	200,000	193,118
U. S. Treasury notes	7.25	316 days	5-15-74	150,000	149,736
Banks for Cooperatives	8.700	183 days	2-4-74	600,000	600,000
Banks for Cooperatives	9.90	153 days	3-4-74	500,000	500,000
Banks for Cooperatives	7.950	180 days	5-1-74	200,000	200,000
Federal Land Banks	7.150	560 days	1-20-75	80,000	80,000
Federal Land Banks	7.650	631 days	4-21-75	300,000	300,000
Federal Home Loan Banks	7.050	540 days	11-25-74	160,000	160,000
Federal National Mortgage Association	7.125	988 days	3-10-76	300,000	300,000
Federal Intermediate Credit Banks	9.750	269 days	6-3-74	1,000,000	1,000,000
Federal Intermediate Credit Banks	9.750	270 days	7-1-74	500,000	500,000
Total Plant Funds				<u>\$4,540,000</u>	<u>4,518,810</u>

INTER-OFFICE CORRESPONDENCE

TO President CoffeltDATE November 9, 1973FROM Joe Simko and Skip DavisSUBJECT Student Representative on Board of Trustees

At their November 5, 1973 meeting; Student Council unanimously approved the principal of a non-voting student representative to the Board of Trustees. The specific duties of this individual would be as follows:

1. Review and suggest items of student interest for the Board's agenda.
2. Receive information that is transmitted to Board members regarding all agenda items.
3. Supply information to the president's office for transmittal to Board members regarding any agenda items.
4. Attend all meetings of the Board.
5. Be prepared to present various student viewpoints on agenda items.
6. Be available to all students or student groups to discuss the actions of the Board or matters that should be brought to their attention.
7. Attempt to inform students of Board actions.

Such an arrangement has been existent at Bowling Green State University for the past three years and has proven to be very successful.

The mechanics of selecting such a representative have not yet been approved by Student Council. We will propose to Council that the representative to the Board be nominated jointly by the President of Student Government and the Chairman of Student Council and then approved by a two-third's majority of Student Council. The term of office would be one year, beginning June 1 of each year.

If, as you stated in your message to the faculty on September 19, "The student is the single most important ingredient in University mix," then this proposal will be given your support. We trust you will urge the Board of Trustees to approve the above proposal pending approval of the details of selection and term of office by Student Council.

YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44503

OFFICE OF THE PRESIDENT

February 13, 1974

Trustees of
Youngstown State University

Gentlemen:

Enclosed is draft of minutes of the Meeting
of Trustees held January 26, 1974.

Yours very truly,



Secretary to the Board of Trustees
of Youngstown State University

HWM MM
Enclosure

These minutes mailed to the following on February 13, 1974:

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

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

TRUSTEES

