

MINUTES
UNIVERSITY SENATE MEETING
May 5, 1967

PRESENT: C. Bridgham, N. Dehnbostel, D. Byo, C. Aurand, W. Powers, P. Hahn, P. Van Zandt, G. Mavrigian, T. Dillon, G. Jones, W. Mayer, M. Turner, P. Botty, J. Foster, J. Kiriazis, Father Lucas, H. Crites, D. Teodorescu, C. Hankey, W. Baker, I. Boyer, M. Charignon, R. Magner, J. Boland, C. Harris, E. Foldvary, P. von Ostwalden, E. Scudder, E. Sterenberg, I. Feldmiller, L. Spiegel, C. Painter, R. Kramer, R. Sorokach, S. Ahmed, D. Behen, S. Roberts, L. Domonkos, H. Earnhart, F. D'Isa, M. Solomon, N. Paraska, R. Matasic, F. Tarantine, E. Fisher, R. Campbell, J. Wales, J. Cernica, E. Niemi, F. Blue, W. Young, D. Ives, M. Chrisp, M. Solak, S. Aven, W. Petrych, W. Flad, McK. Browne, M. Browne, F. Fortunato, J. Grim, V. Jenkins, E. Evans, B. Yozwiak, E. Reilly, F. Ellis, I. Cohen, W. Livosky, J. Beckett, W. Shipman, M. Smith, R. Miller, J. Swartz, K. Dykema, C. Dykema, President Pugsley.

President Pugsley called for additions or corrections to the minutes of the previous meeting; there being none, the minutes were approved.

Constitution Approval

The results of the mail ballot on the revised Constitution were announced: 66 for approval and 5 against. The Constitution is therefore adopted.

Curriculum Committee

Dean Roberts reported that the Curriculum Committee had accepted the two-year program for training of nurses. He moved that this report be accepted. Dean Miller seconded the motion which passed.

Credits and Admissions Committee

Mrs. Smith reported on the activities of this committee for the past year. The admissions policy has been reworked to provide that out-of-state students from the lower third of their high school classes will not be admitted. Out-of-state students transferring from other colleges or universities must have at least a 2. average to be admitted. These policies will not immediately apply to students from Mercer and Lawrence Counties in Pennsylvania, but will do so eventually.

This Committee has also approved a policy regarding changes of final grades, other than E's. All changes must have the approval of the Department Chairman and the Dean of the school involved. The faculty member will have the right of appeal to the Credits and Admissions Committee.

Mrs. Smith moved the adoption of this committee report. The motion was seconded and approved.

Senate Council

School-designated members of the Senate Council were announced as follows:

Liberal Arts: Irwin Cohen (3-year term)
Business Administration: Edward Reilly (3-year term)
Education: Marilyn Solak (2-year term)
Engineering: Frank Tarantine (2-year term)
Music: Donald Byo (1-year term)

Nominations were received for the four at-large positions on the Senate Council. A mail ballot is to be conducted. Nominees are:

Philip Hahn	Ward Miner
Raymond Kramer	Esther Niemi
Gus Mavrigian	Margaret Pfau
Robert L. Miller	John Walter

Election of Senate Secretary

President Pugsley expressed appreciation to the **secretary** for her **services**. He called for nominations for a **new secretary**. Thaddeus Dillon and Vera Jenkins were nominated. A ballot was taken resulting in the election of Vera Jenkins.

Graduate School Program Proposals

Liberal Arts. Dean Dykema moved that the Departments of Chemistry, **English**, and History be approved for full masters programs: M A degrees in English and History and a MS degree in Chemistry. **This motion was approved.**

Dean Dykema moved that the Departments of Economics and Mathematics be approved for full masters programs subject to further consideration and the **recommendation** of these departments. **This motion was approved.**

Dean Dykema moved that the following departments be authorized to offer a limited number of courses to be incorporated in full **masters** degree programs offered by other departments: Sociology, Physics, Biology, Psychology, Political Science. **This motion was approved.**

Business Administration. Dean Miller moved that authorization be given to grant a Master of Business Administration degree. The **three** areas in which a student may specialize are to be: accounting, management, and marketing. **This motion was approved.**

Education. Dean Swartz moved acceptance of graduate programs in four areas: 1) classroom teachers--elementary and secondary; 2) preparation of school principals; 3) preparation of guidance counselors; 4) preparation of special education teachers, **specifically** teaching of retarded. **This motion was approved.**

Engineering. Dean Charignon moved that authorization be given to grant a **M.S. degree in** the areas of Civil, Mechanical, Electrical, and Metallurgical **Engineering**. **This motion was approved.**

Music. Dean Aurand moved that masters programs be offered in the areas of applied music, woodwind specialization, brass specialization, theory, composition, musicology, and music education. **This motion was approved.**

The meeting was then adjourned.

Respectfully submitted,
Joann Powell, Secretary

BALLOT FOR ELECTION OF AT-LARGE MEMBERS OF SENATE COUNCIL

Vote for not more than four:

_____ Philip Hahn	_____ Ward Miner
_____ Raymond Kramer	_____ Esther Niemi
_____ Gus Navrigian	_____ Margaret Pfau
_____ Robert L. Miller	_____ John Walter

According to the bylaws, the person receiving the highest number of votes will be elected to a three-year term, the next highest a two-year term, and the next two each to one-year terms.

Return this ballot in an envelope with the name of the voter stapled to the outside to the Office of the Dean, Jonas 110, no later than Tuesday, May 16, 1967.

SENATE MEETING
May 5, 1967

Catherine M. Brigham
Kellie G. Dehnbostel
Donald W. Byo
E.H. Amund

William L. Powers

Allyson

Vau Zandt

GUS MAVRIGIAN

Frank Diller

George Jones

Walter C. Mayer

Conce D. Turner

Pauline E. Booley

J. D. Foster

James W. Koviazis

Father Lucas

Harold Critter

D. [unclear]

Lydi Hankey

William C. Baker

no buyer

M. J. Karignon

Richard M. Wagner

John R. Beland

Carl Harris Jr.
Elmer Foldvany
Peter von Ostwalden

J. O. [unclear]

E. Sterenberg

Stacyan Feldmuller

Leonard B. Spiegel

Clyde A. Painter

R. E. Kramer

W. Sordach

Alfred

Richard

Paul Poty [unclear]

L. S. Domonkos

Hyd. G. Eanh

Frank [unclear]

Mihail Solomon

V. Parascha

Richard M. Mitic

Frank Tarantine

E. J. [unclear]

Robert Campbell

John Edwards

John [unclear]

Esther Niemi

Frederick J Blue
Warren Young
David S. Ives
Marion W. Christy
Marilyn Solak
A. D. Ager
William Tetrych
William S. Flead
McKinley Browne
Marion K. Browne
Frank J. Jorgensen
John L. Grim
Gera Jenkins
E. Mark Evans
B. J. Yozwick
E. T. Reilly
M. Elliot
L. Shyne
W. L. Swaly
J. Beckett
W. Shipman
Nancy Booth

Chris
Joe Swartz - pen
Karl Dykema - pen
Christine R. Dykema

Committee on Credits and Admissions:

Final grades as originally recorded, other than "Es" (Incompletes) may be changed only with (1) the approval of the department chairman; and (2) the approval of the dean of the appropriate school. In the event of denial of the request, a faculty member may appeal to ~~the~~ Credits and Admissions Committee in person for re-consideration.

SENATE MEMBERS
May 1, 1967 - May 1, 1968

ELECTED MEMBERS

Liberal Arts

William C. Baker
Paul Beckman, Jr.
David Behen
Frederick J. Blue
Catherine Bridgham
Irwin Cohen
Harold Crites
Thaddeus Dillon
L. S. Domonkos
Christine Dykema
Elmer Foldvary
J. Donald Foster
Thomas Gay
Philip J. Hahn
Clyde Hankey
James Kiriazis
Gus Mavrigian
Thelma Miner
Margaret Pfau
Sidney Roberts
Vishnu Saksena
A. W. Skardon, Jr.
Morris Slavin
Leonard Spiegel
Elizabeth Sterenberg
Paul Van Zandt
Peter von Ostwalden
Willard Webster
Inga Worley

Business Administration

John Boland
Marion K. Browne
Philip F. Chuey
Frank Fortunato
John L. Grim
Vera Jenkins
Esther Niemi
Clyde Painter
William Petrych
Edward Reilly

Education

Samuel D. Aven
Josephine Beckett
Margaret Braden
Marilyn Solak
John F. Walter

Engineering

Shaffig Ahmed
Donald R. Arnett
Richard Matasic
Nick Paraska
Matthew Siman
Michael Solomon
Frank Tarantine

Music

Donald Byo
Robert Campbell

EX-OFFICIO MEMBERS

President Pugsley
Dean Coffield
Dean Gillespie
Dean Painter
Dean Dykema
Dean Swartz
Dean Charignon
Dean Miller
Dean Aurand
Joseph Rook
Mary B. Smith
William Livosky
Philip Snyder
George H. Jones
Pauline Eotty
Ivis Boyer
McKinley Browne

William B. Carson
John Cernica
Marvin Chrisp
Nellie Dehnbostel
Frank A. D'Isa
Hugh Earnhart
Frank Ellis
R. Donald Elser
E. Mark Evans
Illajeon Feldmiller
Edward J. P. Fisher
William S. Flad
C. Earl Harris
David S. Ives
Michael Klasovsky
Marilyn Kocinski
Raymond Kramer

Rev. Joseph Lucas
Paul C. Luginbill
Emily Mackall
Richard Wagner
Walter Mayer
Ward Miner
Jon Naberezny
William L. Powers
Bruce T. Riley
E. D. Scudder
W. A. Shipman
Robert Sorokach
Dumitru Teodorescu
Mae Turner
Col. John Wales III
Warren Young
Bernard Yozwiak

PROPOSED MASTER OF SCIENCE PROGRAMS IN ENGINEERING

I. Objective

The master of science program in Civil Engineering, Electrical Engineering, Mechanical Engineering, and Metallurgical Engineering of the William Rayen School of Engineering seeks to strengthen the student's ability to formulate and solve problems; to increase the depth of his theoretical knowledge; and make available to him the opportunity of participating in situations of mutual interest with students of allied disciplines. Emphasis in the program is on the engineering functions of design and development with ample opportunity for the development of those who plan careers in research or teaching.

II. Curriculum

A minimum of 45 quarter hours credit is required for the degree, 25 quarter hours are normally obtained from related areas in such departments as mathematics, physics; Mechanical, Electrical, Metallurgical, Civil and Industrial Engineering. Frequent reevaluation of program structures to make necessary changes to insure top-quality academic curricula in today's technically dynamic, social and political environment is anticipated.

At present, such courses as optimization techniques, control systems, engineering analysis, fundamental material science, mathematics and hydrodynamics adequately support the interdisciplinary phase of the program.

The total of 45 quarter hours are divided, in general, as follows::

Mathematics	9	Qtr. Hrs.
Interdisciplinary Courses	16	Qtr. Hrs. Max.
Engineering Speciality	20	Qtr. Hrs. Max.
Thesis	8	Qtr. Hrs. Max.

CIVIL ENGINEERING
PROPOSED GRADUATE CURRICULUM

Math	5 hrs.	Math	4 hrs.	Primary Area Course . . .	8 hrs.
Interdisciplinary or Related Areas .	4 hrs.	Interdisciplinary or Related Areas	4 hrs.	Interdisciplinary or Related Areas	4 hrs.
Primary Area Course . . .	4 hrs.	Primary Area Course . . .	4 hrs.	Thesis	3 hrs.
Thesis	<u>2 hrs.</u>	Thesis	<u>3 hrs.</u>		<u>15 hrs.</u>
	15 hrs.		15 hrs.		

AREAS OF RESEARCH

1. Building and Construction Materials
2. Procedure and Techniques for Construction
3. Open and Closed Channel Flow Studies
4. Dynamic Effect in Structures and Foundations
5. Air, Liquid, and Solid Waste Disposal
6. Regional Water Resources Studies
7. Applied Mechanics

FACILITIES AVAILABLE

- (a) Soils Laboratory
- (b) Photogrammetry Laboratory
- (c) Sanitary Analysis Laboratory
- (d) Hydraulic Laboratory
- (e) Materials Laboratory
- (f) Concrete Laboratory

Electrical Engineering

Curriculum

First Quarter		Second Quarter		Third Quarter	
Mathematics	5	Mathematics		Engineering Anal, I	
Material Science I <u>or</u>		Statistical Analysis II		<u>or</u> Microscopy	
Statistical Anal, I	4	<u>or</u> Material. Science IS	4	<u>or</u> Spectroscopy	4
Control Systems I	4	Elective (EE field of		Elective (EE field of	
Quasistatic Electro-		interest)	4	interest)	4
magnetic Fields I	4	Thesis	4	Thesis	4
	<u>17 hrs.</u>		<u>16 Hrs.</u>		<u>12 hrs.</u>

Facilities Available

The department of Electrical Engineering has available much of the latest equipment. The following major equipment and laboratories are available.

1. The Laser and Plasma Lab,
2. The Physical Electronic Lab.
3. The Control Systems Lab,
4. The fields transmission, radiation,
5. and propagation Lab.
5. The Analog Computer Lab.
6. The Networks and Communications Lab,
7. The Electronic circuits and Systems Lab,
8. The energy Conversion Lab,
9. The Circuits Lab,
10. A field ion microscope Lab,
11. Electron Microscope Lab,
12. A complete zone melting Lab,
13. A single crystal Lab.
14. A computer center consisting of an IBM 1620, IBM 360-20, and an IBM 360-40 Digital Computers
15. A complete central machine shop and other facilities are available to all Engineering Departments.

Areas of Research

At the present time, the department offers research activities in the following general areas:

1. Lasers and Quantum Electronics
2. Control Systems,
3. Electronic circuits and systems
4. Switching Circuits and Systems
5. Electric and Magnetic properties of Metals, Semiconductors, and alloys, thin film and membranes
6. Foil Transformers
7. Electromagnetic waves in Plasma

Mechanical Engineering

Curriculum

First Quarter		Second Quarter		Third Quarter	
Mathematics	5	Mathematics	4	Mech. Engr. Courses	8
Interdisciplinary		ME 893 Engineering		Interdisciplinary Course	4
Courses (including		Analysis II	4	Mech. Engr. Course	
ME 982 Engineering		Mech. Engr. Course	4	<u>or</u> Thesis	4
Analysis I)	8	Interdisciplinary			<u>16 hrs.</u>
	<u>13 hrs.</u>	Course <u>or</u> Thesis	4		
			<u>16 hrs.</u>		

Facilities Available

1. Thermodynamics and Steam Power Lab,
2. Heat Transfer Lab,
3. Compressible Fluid Flow Lab,
4. Internal Combustion Engines Lab,
5. Photoelasticity Lab.
6. Vibrations Lab,
7. Experimental Stress Analysis Lab,

Areas of Research

1. Thermodynamics and Steam Power
2. Heat Transfer
3. Compressible Fluid Flow
4. Photoelasticity
5. Vibrations
6. Experimental Stress Analysis

Metallurgical Engineering

Curriculum

First Quarter		Second Quarter		Third Quarter	
Mathematics	5	Mathematics	4	Mechanical Engr.	4
E. E. Inter disciplinary		Mathematical Analysis		(interdisciplinary)	
Course	4	(Interdisciplinary)	4	Elective (Mech. Engr.)	6
Advanced Physical		Elective (Mech. Engr.)	4	Thesis II	2
Metallurgy I	4	Thesis I	3	Research Seminar	1
Advanced Mechanical			15 hrs.		15 hrs.
Metallurgy I	4				
	<u>17 hrs.</u>				

Facilities Available

- | | |
|------------------------------|--|
| 1. Field ion microscope lab. | 8. High pressure lab. |
| 2. Electron microscope lab. | 9. High Temperature lab. |
| 3. X ray lab. | 10. Ultrasonic lab. |
| 4. Phase transformation lab. | 11. Electrical and magnetic properties |
| 5. Calorimetric lab. | 12. Special Process Metallurgy lab. |
| 6. Heat treatment lab. | 13. Electro-metallurgy lab. |
| 7. Metallographic lab. | 14. Alloy preparation lab. |

Areas of Research

1. Electrical and magnetic properties of metals and alloys
2. Mechanical properties of metals and alloys
3. Thermodynamics of alloys
4. Phase transformation
5. Radiation damage
6. Refractory alloys
7. Imperfections in solids
8. Field ion microscope and electron microscope studies
9. The effect of ultrasonics on metals,
10. Development of alloys and products

THE YOUNGSTOWN STATE UNIVERSITY

0000000000

A Proposal By The

School of Business Administration

0000000000

For A New Degree Of

Master of Business Administra

Beginning The Fall Quarter of 1968-69

0000000000

Submitted To: The University Senate

Submitted From: The Department **Chairmen** of the
School of Business **Administration**

Submitted Through: The Dean of the School of
Business Administration

Date Submitted: May 5, 1967

THE YOUNGSTOWN STATE UNIVERSITY

School of Business Administration

SUBJECT: Master of Business Administration

Pursuant to the President's letter dated April 21, 1967, the School of Business Administration hereby submits a proposal to the University Senate for the degree of Master of Business Administration.

In formulating its proposal, the Department Chairmen of the School of Business Administration were guided by the Ohio Board of Regents' statement dated January 27, 1966, concerning the Procedure for Consideration of New Degrees and New Degree Programs Other than Doctoral Degrees. Section (D) of the statement entitled INFORMATION NEEDED requests that each proposal must set forth information concerning nine points of interest.

The School of Business Administration's answers to the nine points requested are as follows:

- (a) Designation of the new degree or new degree program, with a brief description of its purpose.

NEW DEGREE PROGRAM

The School of Business Administration of The Youngstown State University requests the approval of the University Senate to submit to the Ohio Board of Regents a program leading to the degree of Master of Business Administration beginning in the fall quarter of the academic year 1968-1969.

PURPOSE

The purpose of this new degree **program** is to provide additional graduate instruction in the field of Business Administration for the Youngstown area. This new degree program has been designed:

- (1) to enable former graduates in Business Administration, who are gainfully employed in the many facets of business, to enhance their knowledge of the changes that are constantly taking place in administration and **management**.
- (2) to attract graduates from engineering, arts, and science **programs** that are currently engaged in the business world that need a better background in administration and management.
- (3) to prepare those who wish to teach at the **college** level.

(b) Description of proposed curriculum.

GOALS OF THE CURRICULUM

Through the core courses, our aims are: to expose students to the functional areas of business; to develop a general management perspective; to stress the learning of concepts; to create the ability of analytical thinking in a rapidly changing business environment; and, to develop the capacity to make sound **judgments** as business executives.

The major field is to enhance the in-depth **knowledge** of the student in a particular area or specialization of his choice.

The electives (including the thesis if so elected) are to be used by the student, in consultation with his advisor, to strengthen any **area(s)** of weakness before finalizing his degree requirements.

UNDERGRADUATE PREREQUISITES

All applicants must have **completed** satisfactorily work in the following business and economics courses in their undergraduate degree: Accounting (1 **year**). **Economics** (1 year): Marketing (1 course): Law (1 course). Statistics (1 course). Finance (1 course); and, **Management** (1 course).

In addition to these basic courses that are required of all students pursuing the **Master** of Business Administration **Degree**, additional prerequisites may be required of the student when he chooses his major field of studies in consultation with his advisor.

ADMISSION REQUIREMENTS

Admission is based on the applicant's record of undergraduate studies, work experience, and related information. **All** applicants with a bachelor's degree, or equivalent, from an accredited university or **college** with a cumulative point index of 2.7 (on a 4.0 point basis) and with no deficiencies will be considered for admission with regular status to the Graduate School. Applicants, whose grade point index is less than 2.7, but who have demonstrated improved achievement in their junior and senior years and applicants, **who have** undergraduate deficiencies, will be considered for admission with special status to the Graduate School. Regular status may be attained **by** satisfactory completion of at least one-third of the graduate program, the satisfactory completion of any deficiencies, or both.

In addition, **all** applicants must make a satisfactory score on the Admission Test for Graduate Study in Business in order to be admitted with regular or special status.

TRANSFER CREDIT

A graduate student from an accredited **Masters** Program may transfer with the approval of the Graduate Faculty Committee a maximum of 9-12 graduate Quarter hours of credit.

(b) continued

GRADUATE CURRICULUM

Any student deficient in undergraduate prerequisites will be required to take the appropriate undergraduate courses without graduate credit. No student may enroll for graduate credit in any course which he has taken as an undergraduate.

Each candidate for the M.E.A. degree must choose a major field of concentration. All students, regardless of major, must take the core courses unless he can satisfactorily demonstrate proficiency in one or more of the core area.

The Master of Business Administration Degree will require a minimum of 45 graduate credit quarter hours including a thesis or a minimum of 51 graduate credit quarter hours without a thesis. Since the M.B.A. thesis is optional, the student may elect either option.

Each candidate for the M.B.A. degree must pass a written comprehensive examination. In addition, an oral examination will be required for those students who choose to write a thesis.

The graduate quarter hours of credit will be distributed as follows:

<u>OPTION A</u>	<u>WITH THESIS</u>	<u>GRADUATE CREDITS</u>
B.A. 921	Theory of Organization	4
B.A. 922	Management Theory and Thought	4
B.A. 971	Managerial Economics	3
B.A. 901	Theory of Accounting	3
B.A. 923	Behavioral Science in Organization	3
B.A. 991	Research Techniques	3
B.A. 981	Financial Administration	3
B.A. 951	Marketing Theory	3
	Electives in major field of study	6
B.A. 993	Thesis	6
	Other electives not in major field of study	7
	Total	<u>45</u>
		<u>GRADUATE CREDITS</u>
<u>OPTION B</u>	<u>WITHOUT THESIS</u>	
B.A. 921	Theory of Organization	4
B.A. 922	Management Theory and Thought	4
B.A. 971	Managerial Economics	3
B.A. 901	Theory of Accounting	3
B.A. 923	Behavioral Science in Organization	3
B.A. 991	Research Techniques	3
B.A. 981	Financial Administration	3
B.A. 951	Marketing Theory	3
	Electives for major field of study	9-12
	Other electives not in major field	<u>13-16*</u>
	Total	<u>51</u>

*Each candidate will be required to do original research equivalent to 1-6 hours of graduate credit.

MAJOR FIELDS OF STUDY

Each candidate in the M.B.A. program will be able to pursue major fields of study in Accounting, Management or Marketing.

(b) continued

COURSE DESCRIPTIONS

B.A. 901 - Accounting Theory I. Critical examination of underlying concepts and procedures, fund flow analysis, valuation theory and application to assets and liabilities, concepts and determination of business income. 3 qr. cr.

B.A. 902 - Accounting Theory II. Problems of multiple proprietary business entities such as partnerships, corporations, intercorporate investments requiring consolidated financial statements, and business combinations: and of entities in which special responsibilities are involved, such as receiverships, estates and trusts, funds, and nonprofit units. 3 qr. cr.

B.A. 903 - Income Determination. A study of some of the limitations of accounting in the **determination** of income. Emphasis will be placed upon the **theoretical** aspects rather than upon the methodologies of accounting. Various bases of recognition and realization of revenue. Matching of costs with revenues. Problems caused **by** the changing purchasing power of the **monetary** unit. Application of index numbers to accounting data. 3 qr. cr.

B.A. 904 - Governmental Accounting. Special problems studied in this course include fund and budgetary accounting, accounting for municipal utilities and **public** business enterprises, cost accounting in **public** management, developments and special approaches in federal accounting, and the analysis of financial statements for managerial and investment purpose. Contrasts between **governmental** accounting and **commercial** accounting are emphasized. 3 qr. cr.

B.A. 905 - Business Tax Planning. A consideration of the practical utilization of income tax knowledge to minimize business income tax liability. The course **will** include the following: methods to organize or reorganize a business advantageously, steps to gain maximum business deductions, and strategic procedures to make property sales and exchanges. 3 qr. cr.

B.A. 921 - Theory of Organization. Building on the coverage of leadership and organization provided in the prerequisite courses, study here is directed to integrating frameworks which cover the whole organizational activity, as well as partial models dealing with growth, structure, purpose, and so forth. Theories which view the organization as a producing instrument (the **Machine** model), as a network of relations (Barnard), and as a complex of resources, actions and relations (**Bakke**) make up one part of the course. The balance is devoted to more limited models dealing with group processes, leadership, communication, decisions, and to some considerations in theorizing such as the use of analogy, the normative instinct, and the application of theory in a business setting. 4 qr. cr.

B.A. 922 - **Management** Theory of Thought. An approach to modern **management** thought and theory by an analysis and study of the literature of the 19th and 20th centuries. An investigation of fundamental concepts of management and administration. 4 qr. cr.

B.A. 923 - Behavioral Science in Organization. An introduction to the psychology of learning, perception, motivation and problem-solving. The course concentrates on dealing with individual effectiveness in organization. Examples of specific topics are: Job satisfaction, supervision, **planning** and resistance to change. The course consists of two hours in laboratory and two hours of lecture. 3 qr. cr.

(b) continued

B.A. 927 - Quantitative Analysis I. **Nature** of statistical inference. major **probability** distributions and their interrelationships; regression and correlation analysis; variance and covariance analysis- nonparametric tests. **sampling plans** for surveys. 3 gr. cr.

B.A. 928 - Quantitative Analysis II. Statistical methods as aids in setting standards; statistical theory underlying action points in process control; **applications** of the control part in procurement; production, distribution, and record-keeping; single, double, **multiple**, and sequential **sampling plans**. variance analysis and other statistical tests applicable to industrial research and development: reporting and evaluating control programs. 3 gr. cr.

B.A. 931 - Production System Management. The production system is developed as an input-output model in which **all** of the components of the system (the product, plant, materials, and processes) are subjected to the rational analysis of production methods and the synthesis that follows from the systems concept. Fundamental topics, such as work **simplification**, time study, and quality control, are covered, and these are related to such methodological developments as linear programming, queueing, and inventory theory. 3 gr. cr.

B.A. 932 - Advanced Production Management. Applies the system philosophy to the organization of the production function. The primary emphasis is on costs and the tools available to control them. The attitude of the work is **strongly** profit oriented. The course covers those areas under the control of the production manager plus his relationship to engineering, industrial relations, data **processing**, the comptroller and sales. 4 gr. cr.

B.A. 939 - Advance **Management** Seminar. An analysis in depth of several strategically important areas of management in which theory, research, and practice have progressed significantly in recent years. The applicability, potential and actual, of the newer concepts. Areas considered are: **long** range planning, **management** organization development, systems **management**, executive decision making, organizational behavior, control techniques, and other selected topics. 4 gr. cr.

B.A. 951 - Marketing Theory. **Emphasis** is placed on a critical appraisal of emerging marketing concepts, their development, acceptance, and expected future direction. Focus is directed at the role of marketing in the over-all economy **rather** than within the **firm**. 3 gr. cr.

B.A. 952 - Marketing Behavior and **Measurement**. Analysis of behavioral concepts and research findings in consumer behavior, with special attention to application of consumer behavior models in the formulation of marketing strategy. 3 gr. cr.

B.A. 956 - Product Management. The search for new product ideas and their evaluation; the organization structure necessary to the development and introduction of new products and the management of a product line; the commercial aspects of product design, packaging, labeling, and branding; considerations involved in making product deletion decisions. 3 gr. cr.

(b) continued

B.A. 957 - Physical Distribution Management. The problems encountered in the movement of goods from the end of the production line to the ultimate consumer. Consideration is given to the concept of total distribution and its application in the designs and reconstruction of distribution systems. The relationships between materials handling, warehousing, inventory carrying, and transportation costs are explored together with methods of analysis designed to disclose optimum combinations.
3 gr. cr.

B.A. 966 - International Business. A brief review of those aspects of international economics that are important for international business, and an introductory survey of the actual conditions and problems of international trade, finance, investment, and other matters affecting business decisions and operations in the international field. Topics include trade barriers, exchange controls, cartels, foreign investment climate, the use of international financial agencies, and adjustment to foreign cultures, governments, and communities.
3 gr. cr.

B.A. 967 - International Operation. Foreign and international business operations, with special reference to the business decisions involved and with emphasis on problem and case approach: controlling foreign operations; financial labor, and marketing problems; devaluation and inflation; community and government relations; problems of particular industries.
3 gr. cr.

B.A. 971 - Managerial Economics. Economic analysis of production function, demand and market functions, cost behavior, output and demand variations, price theory and decision models. Planning capacity, and investment; analysis of technological changes: industrial growth, national income analysis and forecasting economic activity.
3 gr. cr.

B.A. 972 - Industrial Economics. Process analysis of the causes and effects of growth to industrial decision-making. Emphasis is placed on the evaluation of multiple-product operation; on the interaction of output, price, cost productivity and investment. Special attention given to the effects of minerals depletion, technical process, and economic conditions.
3 gr. cr.

B.A. 976 - Labor Relations and Labor Economics. A study of labor relations and labor economics. Collective bargaining, wage determination, structure and operation of labor markets, direction of the labor movement, theories of industrial peace and conflict. Current problems and trends in labor relations.
3 gr. cr.

B.A. 977 - Industrial Relations. Analysis of managerial and organizational aspects of employee relations arising out of relations with union, negotiation, and application of contracts, living with contracts, and pertinent legislative matters.
3 gr. cr.

B.A. 979 - Seminar in Human Relations in Administration. Intensive study of selected areas of current interest based on research in the human problems of organization of particular interest to the field of administration. Topics and methods of analysis are announced in advance. Outside specialists will be guest speakers.
3 gr. cr.

(b) continued

B.A. 981 - Financial Administration. A study through case analysis of business financing, primarily through the use of long-term funds and from the viewpoint of the chief financial officer. The course is concerned with money and credits business cycles, and present-value concepts; the formation and expansion of capital structures from the standpoints of the owner-manager, the creditors and potential investors, and includes the pricing and marketing of new security issues. new business financing, mergers, reorganizations, and bankruptcies.

3 gr. cr.

B.A. 982 - Capital Management. Managerial economics of capital budgeting, sourcing, rationing and control for large enterprises: forecasting demand and internal generation of capital; estimating costs of capital; measuring productivity of capital; intangible capital investments; administration of capital appropriations public policy implications.

3 gr. cr.

B.A. 983 - Pricing Policies. Pricing practices and strategies in different economic market structures. Economic factors leading to pricing decision-making, including profit, demand, costs, competitive price behavior, and role of government. Case studies of pricing programs analyzed.

3 gr. cr.

B.A. 984 - Business Policies and Administrative Management. The correlation of theory and practice in the development of business policies. Emphasis will be on the problems of executive management, decision-making and administrative action.

4 gr. cr.

B.A. 991 - Research Techniques. Nature, methods and techniques of research and the use of research by management. The scientific method in business, sampling theory, variable analysis and research cases.

3 gr. cr.

B.A. 997 - Research. Special projects undertaken by M.B.A. students under the direction of faculty members of professorial rank. The exact number to be used will be determined by the nature of the project. Credit will be determined in each case in the light of the nature and extent of the project but will not ordinarily exceed three hours.

1-6 gr. cr.

3.A. 998 - Masters Thesis.

6 gr. cr.

ADDITIONAL COURSES

Note #1: Certain designated upper-division courses numbered in the 700's and 800's may be taken by a graduate student for graduate credit but only upon the recommendation by his graduate faculty advisor and the approval of the Graduate Faculty Committee.

Note #2: A research paper will be required by all Master of Business Administration candidates who take an undergraduate course for graduate credit.

Note #3: These certain designated upper-division courses will be identified by an asterisk (*) preceding the course number in the catalog.

- (c) Administrative arrangements for program: department and school or college involved.

ADMINISTRATIVE ARRANGEMENTS

The program will be administered by the School of Business Administration with the cooperation of the Department of Economics through the Graduate School of the University.

GRADUATE FACULTY COMMITTEE

The responsibility of the program will be vested in a Graduate Faculty Committee to be appointed by the Dean of the School of Business Administration upon the recommendations of the Graduate Faculty of the program and approved by the Dean of the Graduate School.

- (d) Evidence of need for new degree or new degree program.

NEED FOR NEW DEGREE PROGRAM

Youngstown College, as it was known then, officially received the right to confer the degree of Bachelor of Science in Business Administration in 1947. Since that date approximately 3,700 degrees will have been conferred through the academic year 1967-1968. Many of our graduates, wishing to pursue graduate studies, had to leave this area in order to further their education. Unfortunately, not too many of these graduates were enticed to return to the local area. Consequently, our local business firms and business and non-business service agencies have been deprived of most of the better talent that we have produced. For those that remained in the Youngstown area and wished to continue graduate studies, it was a real challenge to work all day and then commute to either Cleveland, Pittsburgh, Akron, or Kent which were the closest universities that offered graduate studies in business administration. Since the program has been designed to attract students other than business administration graduates, this no doubt would double the potential prospect: that would qualify as candidates for the program.

- (e) Prospective enrollment.

PROSPECTIVE ENROLLMENT

Informal surveys among local business associations, contacts with former students at School of Business Administration sponsored seminars and constant inquiries from business students from other schools as well as non-business students from our school and other schools, would indicate that our new degree program could be initiated with approximately 50-75 students.

In the first year of operation, our course offerings would be limited to just the core courses within the framework of our graduate program. We would recommend that no more than two or three sections of a core course be offered and no more than three courses be offered per quarter.

- (f) Faculty and facilities available for program and their adequacy.

FACULTY

Faculty will be listed with appropriate qualifications at a later date.

The School of Business Administration has been authorized to appoint for the 1967-68 academic year ___ additional doctorates in the business areas who have immediate capabilities to teach at the Graduate level and another ___ doctorates for the 1968-69 academic year, the year the program would be initiated. The Department of Economics has also been authorized to appoint for the 1967-68 academic year ___ additional doctorates in the economics and statistics areas who have immediate capabilities to teach at the Graduate level and another ___ doctorates for the 1968-69 academic year, the year the program will be initiated.

FACILITIES

Facilities in support of the Masters program, at least in the initial stage, are considered adequate as classroom space is primarily the basic requirement for the program. Additional facilities are now under construction that should free the necessary classrooms that would be required for the program that would be required in September 1968.

- (g) Needs for additional facilities and staff and plans for meeting these needs.

FACILITIES

1. Several seminar-type classrooms ranging from 10 to 30 student size.
2. Individual offices for those faculty involved in the graduate program for private discussions with students in the program.
3. Mechanical equipment for reproduction and visual aids.
4. A Laboratory equipped with mechanical devices for statistical research and problem-solving.
5. A working agreement with our proposed Research Center for time on the computer for those faculty and students involved in simulated action studies or research studies or grants.

STAFF

1. The appointment of at least 5 to 7 additional terminally qualified faculty members capable of teaching in the graduate program.
2. Adequate secretarial service for those faculty involved in the program.

PLANS

1. The renovation of the old Rayen School of Engineering Building for classrooms, seminar-type classrooms, and offices for the program.
2. To include in the biennium budget the necessary funds to hire the projected staff requirements and secretarial services.

- (h) projected financial needs to support program and adequacy of expected subsidy and other income to meet these needs.

The projected financial needs to support this program can be accommodated within the biennial budget. It is anticipated that a portion of the instructional equipment can be met from the budget and the balance from Federal grants and private sources who will be interested in supporting the program.

- (i) Information about use of consultants or advisory committees in development of degree proposal or degree program proposal, with copies of report from such consultants or advisory committees.

It is recommended that we should have at least 4 consultants to aid us in the development of this program. Two of these consultants have already been approached and consented to act in this capacity. They are: (1) Dean James McCoy of the College of Commerce and Administration, Ohio State University and (2) Dean Kenneth Wilson of the College of Business Administration, University of Cincinnati.

It is further recommended that an advisory committee consisting of graduate faculty and interested business executives be created to assist us in the development of the program.

Copies of reports from these consultants and the advisory committee will be attached to our Master of Business Administration program proposal at a later date.

REFERENCES

In formulating our Master of Business Administration degree program proposal the standards established by the American Association of Collegiate Schools of Business, the accrediting agency for colleges and schools of business were used as a guideline in establishing our program.

In addition, the book Programs of Graduate Business Education, 1966-1968 published by the Policy Committee of the Admission Test for Graduate Study in Business was followed.

ADMISSIONS REQUIREMENTS

It is the desire of The Youngstown University to admit qualified students wishing to enter for the purpose of further education in their chosen field of study. Availability of facilities may at times require limitations on the number admitted.

All prospective students are required to submit an application for admission obtained from the Admissions Office, regardless of the type of student status. (See TYPE OF STUDENT for further explanation on admission requirements.) The application for admission must be returned to the Admissions Office by the following closing dates:

<u>QUARTER</u>	<u>CLASS BEGINNING</u>	<u>CLOSING DATE FOX APPLICATION</u>
Fall 1967	October 2, 1967	August 1, 1967
Winter 1968	January 2, 1968	December 2, 1967
Spring 1968	March 25, 1968	February 24, 1968
Summer 1968	June 17, 1968	May 25, 1968

Students attending The Youngstown University for the first time will be supplied with a medical examination form following their conditional academic acceptance. This form is to be completed by a qualified physician and returned to the Admissions Office promptly before final acceptance can be authorized.

All applicants are required to pay an admissions or re-admissions fee. (See page _____ for further explanation of fees.)

TYPE OF STUDENT

To gain admission to The Youngstown University, an applicant must have graduated and completed 16 units of high school study. (For required high school courses see Pre-College Requirements on page _____.) Those who have not completed one or more of the pre-college courses may be admitted with the privilege of completing such courses after beginning college, but with the understanding that these courses shall be completed as soon as possible and not later than the end of the sophomore year. Students working toward Associate titles must complete the deficiencies before technical courses are started.

Applicants who did not graduate from high school will be considered for admission if they have passed the General Education Development test at the high school level.

All new freshmen are required to take either the American College Test or the College Entrance Examination Board (S.A.T.) as soon as possible.

Applicants must arrange to have the high school provide the Admissions Office with a record of all work completed. Partial transcripts will be given consideration for early decisions. If the student's record clearly indicates satisfactory completion, he will be notified of his acceptance before high-school graduation.

OHIO RESIDENTS:

Unconditional Admission - an applicant must have completed the required 16 units for graduation from high school and be ranked in the upper two thirds of the class.

Restricted or Deferred - an Ohio resident in the lower third of the class may be required to enroll in a limited program or be deferred to a later quarter as determined by the Admissions Office. However, if the applicant receives a standard entrance examination score equal to or above the current Youngstown University mean score, he may be given consideration for unconditional admission.

OUT OF STATE:

Residents from out of state must meet all the requirements as specified for unconditional admissions of Ohio residents. Students who rank in the lower third of their class will not be admitted.

TRANSFER AND POST GRADUATE

An applicant who has been enrolled in another college or university and has been registered for at least one course is classified as a transfer student. This classification includes post graduate students from other institutions.

OHIO RESIDENTS:

Applicants who are residents of Ohio and have an accumulated point average of 2.0 or better (on a 4.0 system) on all academic work taken at other colleges or universities are usually admitted without restriction (but see School of Education requirements on page ____). Those with less than a 2.0 or on probation may be considered for transfer on probation if their overall academic achievements including high school grades and test scores indicate potential success. Applicants dismissed from other institutions are not eligible to apply until they have waited one calendar year following the term in which the suspension occurred.

OUT OF STATE:

Applicants who are non-residents of Ohio must have a 2.0 (on a 4.0 system) to be admitted as transfer students.

All transfer applicants are required to have two (2) copies of their high school and two (2) copies of all undergraduate transcripts sent directly from the institutions attended to The Youngstown University Admissions Office.

Transfer credit is usually given for course work taken at an accredited college or university provided that a grade of "C" or better is earned and that the course is applicable to the student's degree program. If the student wishes to receive his degree from The Youngstown University he will be required to complete the last 45 quarter hours at the University.

** PUT CRT SECTION ON PAGE 2 HERE.*

TRANSIENT

A student at another institution may ordinarily take one quarter of course work upon making application for admission to the University. He must provide the Admissions Office with a letter from his Registrar indicating his academic standing and granting him permission to take such work.

h)

Transient students who wish to remain at The Youngstown University for more than one quarter of course work must make such a request to the Admissions Office and must meet the same requirements and provide the same records required of transfer students.

FORMER STUDENTS

Students who have interrupted their attendance at The Youngstown University for longer than one quarter and in the interim have not attended another institution must make application for re-admission and pay a \$5.00 re-admission fee.

Former students who have transferred to another college or university and who desire to return to The Youngstown University are classified as transfer students and must make application accordingly and pay another \$15.00 application fee.

Former students who were academically suspended may not be considered for re-admission until the lapse of one calendar year following the term suspended. Suspended students must do the following: a) Request permission to be reinstated from the Dean of the School from which he was suspended, or in the event he wishes to change schools, the Dean of the School he wishes to re-enter. This request must be made to the Dean of the appropriate school at least three (3) months before the beginning of the quarter he wishes to re-enter. The Dean of the school will advise the Admissions Office of the action taken. b) Secure an application for re-admission to the University from the Admissions Office. The application must be submitted by the established application closing date.

SPECIAL STUDENTS

An applicant who is not a high school graduate, but seems capable of doing college work, may be admitted as a special student with the approval of the Dean of the appropriate school. The student takes courses and receives grades but does not receive credit toward a degree. College entrance examinations are not required.

G.E.D. TEST CREDITS

Certain credits for successful results in the Armed Forces General Education Development tests may be accepted as indicating satisfactory preparation for study toward a degree. No credit is given for successful completion of the college level G.E.D. tests.

CORRESPONDENCE COURSES

The University does not offer correspondence courses. The University will accept up to 15 quarter hours of credit for correspondence work taken in connection with an accredited college or university or the United States Armed Forces Institute, provided that a grade of "C" or better is earned and the course is applicable to the student's degree program,

ADVANCED PLACEMENT FOR HIGH SCHOOL COURSES

The University recognizes the work taken under the Advanced Placement program and the Educational Testing Service as follows:

A student who has satisfactorily completed an Advanced Placement course in high school and has taken the Advanced Placement test administered by the Educational Testing Service may have pre-requisites for certain courses waived or college credit for certain courses granted, as his competence and achievement merit. The student's work and test scores ~~are~~ evaluated by a committee consisting of the chairman of the department concerned and a member of the Academic Standards Committee appointed by the Dean of the University. Final approval of the committee's recommendation rests with the Dean of the college or of the school involved.

GUIDANCE EXAMINATIONS

Prospective freshmen may take general intelligence and vocational interest examinations for guidance purposes. Those who wish to do so should make arrangements at the Testing Office.

TRANSFER FROM A COMMUNITY COLLEGE

Students wishing to transfer from a community or Junior college are accepted on the same basis as other transfer students.

Transfer of credit from a community or junior college which is not yet fully accredited will be on a provisional basis. Official validation of credit will not occur until the satisfactory completion of one year at the University.

*This section to follow where indicated by * page 6.*