

February 11, 1969

SPECIAL SENATE MEETING

TO: SENATE MEMBERS
FROM: VERA JENKINS
Secretary of the Senate

President Albert L. Pugsley has called a Special Meeting of the Senate for Tuesday, February 18, 1969 at 4:00 p.m. - in the ENGINEERING SCIENCE AUDITORIUM (Room 273).

PURPOSE: The State architect has employed the architectural firm of **Caudill, Rowlett, Scott** (Houston, Texas) to assist the University in preparing a long range campus master plan.

The purpose of this Special Meeting will be to discuss the planning services to be provided by this architectural firm. Members of the firm will be present to discuss the scope of the project, explain procedures that will be followed in preparing a campus master plan, and answer questions about this project.

This firm specializes in campus master planning and they are nationally prominent in the field of site development and master planning.

MINUTES
YOUNGSTOWN STATE UNIVERSITY
SPECIAL SENATE MEETING
Tuesday, February 18, 1969

SPECIAL SENATE MEETING - CALLED BY PRESIDENT ALBERT L. PUGSLEY.

TIME: 4:00 p.m. (ES AUDIT.)

President Albert L. Pugsley stated certain developments going on in the University of which faculty should be aware; need faculty advice, Senate advice and this will provide a source of information to the other members of the faculty.

We could build buildings without knowing what is going into them. This would not be good, What programs should go into them?

The firm of Caudill, Rowell, Scott (Houston, Texas) have been employed by the University and will make a Master Plan for Youngstown State University. They will work with Deans of Departments, Departmental Chairmen, etc., on this Project, our needs, our program. We want a campus with an environmental climate and a functional climate.

Vice President John J. Coffelt took charge of the meeting at this point. Dr. Pugsley stated Dr. Coffelt has the responsibility of working with the Master Planners and also the Physical Facilities of the University.

Dr. Coffelt stated some visual material was to be presented by this group at today's Senate meeting. Would like to have Senate members participate in discussion,

The Board of Trustees with the approval of the State architect authorized the firm of Caudill, Rowell, Scott to develop our long-range plan. The contract to hire them was approved late last Fall. In mid-January a member of the firm visited the campus to set target dates for completion of the plan.

Four (4) members of the firm are in attendance at this Senate meeting: (1) Mr. Phil Williams (Partner in firm of C, R, S,) a College specialist in University Planning; (2) Mrs. Mary Lou Henry (specialist in City Urban Planning); Mr. Ed. Finley (Partner in firm also) and in charge of planning YSU; and (4) Mr. Leban Wingert.

Their purpose in being at Senate meeting today is to get your ideas. Right now they are working with Manhattan Community College, and Delaware Community College in Wilmington, Delaware.

The Planning Project is to last through this calendar year. Before the end of the Spring Quarter they will do the bulk of the Educational work (this has to be the foundation work); Summer will be the basic plans and then refine into a complete campus plan; November and December - development of Master Plan itself.

Planning is a process.

Mr. Williams showed many slides as to the various steps in any Master Plan. Some of the items he mentioned:

- 1) Design - covers a broad range (from chairs to towns); the client is a part of C, R, S.
- 2) Communication - very important. Organized the team at YSU. Have met with Dr. Pugsley, Dr. Coffield, Dr. Coffelt, Dr. R. Foster, Mr. Leonelli. Now need to meet with faculty

(CONT'D. NEXT PAGE)

SPECIAL SENATE MEETING MINUTES CONT'D. (CALLED BY DR. PUGSLEY):

and students. Must be manageable. Important to express as many ideas as possible graphically.

Campus Planning little more complex. Must learn to view campus space, time, people, money, We must outline programming process; establish aims (know what we are trying to do); collect, organize and analyze facts; uncover and develop concepts; determine what needs are; state the problem.

PROGRAM: (What are we trying to do; ECONOMY (Cost); FUNCTIONS (very important) such as: what kind of classrooms, how many people involved in project, etc.; look at the physical implications; time: past, present and future.

What are our aims? A campus is a place for people, students, faculty and public. What will the future projection enrollment be? What kind of students will we have; what are our academic interests; curriculums needed, etc.

ORGANIZATION: organization of courses to be taught; what courses for example, will be required of future majors; establish goals policies of institution; what new programs will be needed. What are the objectives of the Institution?

COMMUNITY INVOLVEMENT: what exchange of ideas to the **community** and back to the school.

ANALYZE FACTS: need significant data system. (Data available about student: name, address, age, sex, major, etc.).

COURSES: discipline, credit hours, class size, lecture, etc.

UTILIZATION OF SPACE: What space do you utilize now? How will your room size match class size?

Why do Students choose a State College? Needs careful thought. Traditional; access to campus, etc.

Uncover and develop basic concepts. Various kinds of concepts involved, Discuss only Planning concept today.

Subdivide: growing University into autonomous divisions.

Items to consider: Possible grouping by departments, location of library, faculty offices, etc.

Do not know what the aims are at YSU yet.

Some other thoughts: Centralize or Decentralize, **Flexibility: to grow and to add to, etc.**

Determine needs: Projection of FTE enrollment by majors (existing and what you expect).

What functions need to relate more strongly from one to another.

Establish criteria and use this data to adapt to the uniqueness of your own teaching. Come up with criteria for your future space requirements.

Projections of faculty required: how much time to be spent in research and in teaching, for example.

Support facilities projection: Library, Administration, Student Staff Services, Parking, etc.

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SPECIAL SENATE MEETING MINUTES CONT'D. (CALLED BY DR. PUGSLEY):

What do the students need? Do they study at home or in the Library? All of these should be incorporated.

These building spaces must generate availability of Land and its Cost.

STATE THE PROBLEM:

1) Design the campus. Stress the importance and dignity of the individual.

What are the major problems to be solved? Is it within walking area, for example.

Develop the campus through "TIME".

2) Identify the Problem.

3) Geographic relationships

4) Target date:

1) Program now through May, 1969

2) Plant to be developed by October, 1969

3) November and December: Development of Master Plan
itself.

VERY IMPORTANT: Making a Plan and getting the Funds is necessary.

Respectfully submitted,

Vera Jenkins
SECRETARY OF THE SENATE