

SENATE MINUTES
YOUNGSTOWN STATE UNIVERSITY
Friday, November 2, 1973

PRESENT: Mr. Beelen, Mr. Behen, Mr. Blue, Mrs. Budge, Mr. Cohen, Mr. Dalbec, Miss DelBene, Mr. Hahn, Mr. Hankey, Mr. Hanzely, Mrs. Hare, Mr. Sturgeon, Mr. Bellini, Mrs. Hotchkiss, Mr. Hurd, Mr. Ives, Mr. Spiegel, Miss Sterenberg, Mr. Curran, Mr. Fortunato, Miss Jenkins, Mr. Shuster, Mr. E. Jones, Mr. Swan, Mr. McClay, Mr. Simon, Mr. M. Yozwiak, Mr. R. Jones, Mr. Siman, Mrs. Solak, Mr. Tarantine, Mr. Largent, Mr. Cobett, Mr. Sample, Mr. May, Mr. Herndon, Mr. DeGarmo, Jr., Mr. Barsch, Mr. Hoops, Mr. Gardner, Mrs. Gubser, Mr. Byo, Mr. Sumpter, Mr. Zaccaro, Mr. Wales, III, Mr. Ringer, Mr. Richley, Mrs. Phillips, Mrs. Hille, Mr. Naberezny, Mr. Kramer, Mr. Hotchkiss, Miss Hakojarvi, Mr. Flad, Mr. Foster, Mrs. Dykema, Miss DeCapita, Mr. Yiannaki, Mr. Simko, Mr. Livosky, Mr. Pascoe, Mr. Bertelsen, Mr. Scriven, Mr. Paraska, Mr. Reid, Mr. Evans, Mr. Ellis, Vice President Rook, and Vice President Edgar.

A count was made as to whether or not a quorum was present at the meeting. There was a quorum. The meeting was then called to order at 4: 10 p.m. on Friday, November 2, 1973, in Schwebel Auditorium by Vice President Edgar who read a memorandum to Dr. Behen from President Coffelt confirming the designation of Dr. Behen as Presiding Officer of the Senate for the 1973-74 academic year (unless a revised Constitution is approved prior to the end of this academic year, in which case a new Presiding Officer will be selected in accordance with the provisions of the new Constitution) .

Dr. Behen accepted the position of Presiding Officer and introduced the new Secretary of the Senate, Dr. Caryl Freeman. He also announced that Dr. Daniel O'Neill will serve as Parliamentarian, beginning at the Senate's next meeting; and he expressed appreciation to Mrs. Dykema, Dr. Coffelt, Dr. Richley, and Miss Jenkins for their assistance in making this transition.

Dr. Behen called for corrections or additions to the minutes of the previous meeting (Friday, October 5, 1973) . There was one correction. The following paragraph from Page 7 of the distributed minutes was deleted: "12) Mr. Ives: Why is it any less Constitutional for a Senate to appoint an interim Chairman either for some time or for a meaning of time by a method of its own choosing than for it to follow a method invoked upon it by a Committee?" The paragraph was replaced by the following: "12) Mr. Ives: Why is it any less Constitutional for the Senate to appoint or recommend an interim Chairman (for either a short time or a longer time) by a method of its own choosing than for it to follow a method imposed upon it be a Committee?" Otherwise, the minutes were approved as distributed to Senate members.

COMMITTEE REPORTS

Senate Executive Committee: Dr. V. A. Richley, Chairman, reported that since the May 4, 1973, Senate meeting, vacancies have occurred for various reasons on nine Committees. The following replacements were recommended by the Executive Committee and approved by the Administrative Council:

- CURRICULUM COMMITTEE - Dr. J. Roderick (Education) to replace Dr. J. Betres (Education) and Dr. E. Largent (Music) to replace Dr. D. Vogel (Music).
COMPUTER COMMITTEE - Dr. J. Bakos (Engineering) to replace Dr. D. Torok.
MEDIA CENTER COMMITTEE - Dr. W. Young (A & S) to replace Dr. A. Moritz (A & S).
STUDENT AFFAIRS COMMITTEE - Dr. J. Douglas (Education) to replace Dr. C. Bronstrup (Education) and Dr. W. Convery to replace Dr. G. Letchworth.
STUDENT ACADEMIC GUIDANCE AND REGISTRATION COMMITTEE - Dr. K. Venters (T & CC) to replace Dr. R. Sumpter (T & CC).
DISCIPLINE COMMITTEE - Mr. J. Babisch (A & S and Education) to replace Dr. C. Hughes (Education).
LIBRARY COMMITTEE - Dr. J. Devletian (Engineering) to replace Dr. A. Zuckerwar (Engineering).
TRAFFICE CONTROL BOARD - Dr. D. Bertelsen to replace Mr. J. Luppert.
ACADEMIC AFFAIRS COMMITTEE - Dr. C. Vanaman (Education) to replace Dr. J. Roderick (Education) and Dr. R. Secrist (English) to replace Dr. E. Eminhizer (A & S) until Dr. Eminhizer recovers from a current illness. Dr. Secrist is to have full voting rights while serving on the Committee.

It was moved by Dr. **Richley** and seconded by Dr. Hotchkiss that the Committee appointments be approved. The motion was carried.

There were no other Committee reports.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Dr. Richard Jones, Chairman of the Faculty Advisory Committee to the Chancellor, Ohio Board of Regents, presented a report which is appended to these minutes. He concluded by reminding members that any suggestions for improvements or changes in the manual must be presented in writing to the Task Force Representative of the University by January 15.

In the question period after Dr. Jones' report, the following points were made:

1. Copies of the draft of the manuals are in the hands of each Dean and of each Chairman. Additional copies are available in Vice President Rook's office.
2. There seems to be an effort to centralize personnel services in the State.
3. "Concern" about MIP may now be rather late in the day.
4. Since Mar. 1973, Youngstown State University has not appointed an official Task Force representative.
5. The FAC will ask the Executive Committee to consider creation of a special committee to study the problem in the time between now and January 15.

Dr. A. R. Curran introduced the following resolution and moved that it be adopted:

RESOLVED, that the Senate of Youngstown State University commends the statements of President Coffey regarding his response to the problem of declining enrollments at the University. We further urge the administration to translate these words into immediate action by developing and implementing a concrete plan in this area. Such a plan should, at a minimum, include:

1. An advertising campaign calculated to inform the local community of the educational opportunities offered by our institution.
2. A published schedule of each quarter's offerings in the local papers.
3. Development of a coordinating radio and TV advertising plan to further promote the message.
4. Active recruiting in local high schools.
5. An ongoing program of research by the University into ways in which it could more effectively respond to community educational needs.
6. A proposal to our State legislature to allow Pennsylvania residents to attend our University without paying "out of state" fees, providing the State of Pennsylvania pay our University the same subsidy as Ohio pays for our "in state" students.

The motion to adopt the resolution was seconded by Dr. Hanzely.

During the discussion of the resolution, it developed that the Senate could not agree on the degree to which the first five items in the Resolution were presently being pursued by the administration. Members did agree that additional effort should be put forth. Regarding Item 6, two special points were made.

1. An institution in Portsmouth on-the-River probably has approached the Board of Regents with a similar special pleading and did receive consideration.
2. The law now reads that a school "may" (not "must") charge special out-of-state fees.

The motion was carried.

There being no further business, the meeting adjourned at 4:45 p.m.

Respectfully submitted,

Caryl P. Freeman, Secretary of the Senate

November 2, 1973

REPORT TO UNIVERSITY SENATE
FROM R.W. JONES, YOUNGSTOWN STATE UNIVERSITY REPRESENTATIVE TO THE
FACULTY ADVISORY COMMITTEE TO THE CHANCELLOR, OHIO BOARD OF REGENTS (FAC)

The Faculty Advisory Committee (FAC) had its first meeting for the 1973-74 academic year on October 25, 1973. The entire meeting was devoted to discussions concerning the fifth manual of the Management Improvement Program (MIP), "Personnel Management". The result of these discussions was a request to Dr. James Norton, Chancellor, Ohio Board of Regents that the deadline for revisions to the manual be extended from November 1, 1973 to at least January 15, 1974; and that a mandated review of the manual by a joint faculty-administration task force begin twelve months after the date on which the provisions in the manual are adopted.

On November 2, 1973 the Board of Regents (BOR) task force writing the personnel management manual met, and agreed to extend its review period as requested by FAC. In this decision the task force asks that all faculty recommendations for changes in the manual be submitted to the task force representatives by November 9. These recommendations are all to be studied and reviewed at each institution so that final recommendations from the faculty will be submitted to the task force by January 15, 1974.

Since this manual covers all aspects of personnel management a brief history of MIP, a discussion of the manual, and a few remarks concerning the reactions of faculty at other institutions is in order.

MIP was created in House-Bill #475 of the Ohio General Assembly in December of 1971. This bill was the result of a study started in 1967 by a joint House-Senate Education-Review Committee. House-Bill 475 mandates that manuals of the best procedures in numerous internal management areas of Ohio public universities are to be developed under the auspices of BOR. MIP was limited to the five areas: Institutional Planning, Program Budgeting, Computer Services, Schedule Building and Registration, and Personnel Management. The first four manuals have been completed and are now being printed for final distribution.

The fifth manual is an all-inclusive manual on personnel management. Some of the topics included are wages and salaries, benefits, pre-employment faculty evaluation, tenure, grievances and appeals, collective bargaining and supplementary employment.

Faculties at several Ohio universities have expressed grave concern about the reactions which could possibly result from implementation of the personnel management manual in its present form. These faculties feel that throughout the manual is the implication that faculty are employees to be managed, developed, assigned, etc. by a personnel supervisor. The manual seems to imply that responsibilities which

have traditionally been faculty responsibilities will now come under the jurisdiction of a centralized personnel department. The manual suggests that an industrial-corporate method of management should be adopted by educational institutions.

Written objections and recommended changes to the manual have been submitted by FAC members from Ohio State, Ohio University and Miami University. Objections and recommendations can be submitted by other faculties to the ROR task force preparing the manual until January 15, 1974.

In the opinion of this representative there are two significant faults with the manual. First, and most important, is the existing contradiction concerning the intent of the manual. The following statement is from House-Bill #475 (underline mine):

"The purpose---shall be to design, test, and install, in each such institution, the most efficient feasible internal organization, planning process, financial management, budget preparation and management, auxiliary services management, space management and plant operation, purchasing procedures and inventory control procedures, student data systems including admission procedures and student registration procedures, management reposting systems, data processing, personnel management, and library management."

This language would seem to imply that the Ohio General Assembly is going to mandate that procedures in MIP as the only procedures used in Ohio Public Universities. The following statement was taken from the introduction to the manual on personnel management:

The Manuals are practical, informative and useful. For the most part, all of the manuals contain general guidelines, principles and broad recommendations for good management within the universities and colleges, rather than detailed and specific procedures. They also include recommendations which call for direct action by the Board of Regents. Basically, the recommendations seek more effective internal management and accountability, while recognizing the autonomy of each school.

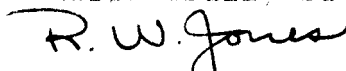
This language implies that the manuals contain only guidelines, and that each institution has the right to do as it pleases.

The second fault with the manual is the vagueness in the language of the manual. Each group that reads the manual has a different interpretation of the implied meaning. For instance FAC representatives read in the manual (pages 4.8-4.9) that faculty are non-professionals lacking advanced knowledge in a specialized field, and are incapable of intellectual work. The BOR admits to poor writing in this instance. In other instances significant differences of opinion exist.

FAC members interpret the manual as establishing a personnel department with the total responsibility of hiring new faculty members, i.e., classification, screening, interviewing, and hiring. According to BOR the manual presents only guidelines to be used at all levels of management including the department level, and that these guidelines are not restricted to the personnel department.

Copies of the manual and of the remarks from other universities are available for all interested faculty.

Respectfully submitted,


R.W. Jones

RJ/vdd

SENATE MEETING
YOUNGSTOWN STATE UNIVERSITY

11/2/73 ^u

IN ATTENDANCE:

Lyle Hunkley
Roy Sumpter
George D. Beelan
Marie Gubser
Joseph May
Paul E. Dalbec
Julio N. Paccaro
Vera Jenkins
Gregory M. Covert
R.J. ~~Frank~~
Pierstkin
E. Sterenberg
Charles L. Reid
D.J. Hill
Aidy Jakovovic
Gav Simon
Mark Gorywala
Joseph Gindro
Matt J. McClay
Paul X. Beltrini
Maraska
Frank H. ~~Justin~~
Edward J. ~~James~~
A. RANGER CURRAN
Stephen Hanzely
M. W. ~~Boyle~~
P. W. Jones
Frank Tarantini

Wm. S. Lead
Wm. ~~Leinsky~~
Harold ~~Yannotti~~
E. ~~Frank~~
F. ~~King~~
Wm. ~~Swan~~
Jack D. Foster
R. ~~James~~
W. ~~Pop~~
A. ~~Happesny~~
J. ~~Walton~~
R. ~~Frank~~
M. SIMAN ~~Johnson~~
Steven R. Gardner
William Band
Janet E. Dalbene
Leonard B. Spiegel
Duane Sample
Marilyn Solak
David S. Ives
Frederick J. Blue
Raymond W. ~~Hard~~
Stephen N. ~~Hotchkiss~~
Bobby M. ~~Hotchkiss~~
Jim ~~Scriven~~
Edward J. ~~Stargent~~
Care E. ~~Edgar~~
Gavin ~~Lochen~~

SENAIE MEEING
TOWN STATE U I IT

IN ATTENDANCE:

11/2/73

V.A. Richley

T.C. Herndon

J.M. Ellis

B.R. Hykema

R. Kramer

Virginia Stuebe

M. Dea Hoop

C. David Butler

E.V. Sturgeon

Behen

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REPORT TO SENATE
by
THE EXECUTIVE COMMITTEE
V. A. RICHLEY, CHAIRMAN

November 2, 1973

The membership of Senate committees for academic year 1973-74 was approved by Senate at its May 4, 1973 meeting, Since that time several vacancies in committee membership have occurred for varying reasons. Replacements to fill these vacant positions have been recommended by the Executive Committee, approved by the Administrative Council and are now presented for Senate approval.

CURRICULUM COMMITTEE:

Replace Dr. J. Betres (Education) with Dr. J. Roderick (Education).
Replace Dr. D, Vogel (Music) with Dr. E. Largent (Music).

COMPUTER COMMITTEE:

Replace Dr. D. Torok (~ngineering) with Dr. J. Bakos (Engineering).

ACADEMIC AFFAIRS:

Replace Dr. J. Roderick (Education) with Dr. C. Vanaman (Education).
Replace Dr. E. Eminhizer (A&S) with Dr. R. Secrist (Education) --
this is to be a temporary replacement until Dr. Eminhizer recovers
from current illness, Dr. Secrist to have full voting rights during
the time he is on the committee.

MEDIA CENTER COMMITTEE:

Replace Dr. A. Moritz (A&S) with Dr. W. Young (A&S).

STUDENT AFFAIRS COMMITTEE:

Replace Dr. C. Bronstrup (Education) with Dr. J. Douglas (Education).
Replace Dr, G. Letchworth with Dr. W. Convery.

STUDENT ACADEMIC GUIDANCE AND REGISTRATION COMMITTEE:

Replace Dr. R. Sumpter (T&CC) with Dr. K. Venters (T&CC).

DISCIPLINE COMMITTEE:

Replace Dr. C. Hughes (Education) with Mr. J. Babisch (A&S and
Education).

LIBRARY COMMITTEE:

Replace Dr. A. Zuckerwar (Engineering) with Dr. J, Devletian
(Engineering).

TRAFFIC CONTROL BOARD:

Replace Mr. J, Luppert with Dr. D. Bertelsen.

YOUNGSTOWN STATE UNIVERSITY
SENATE STANDING COMMITTEES
FOR THE 1973-74 ACADEMIC YEAR

INTRODUCTION

1. The following statement was readopted at a Joint Meeting of the Administrative Council and the Executive Committee of the Senate on May 19, 1971, outlining the sources of authority for Committees:

STATEMENT OF CLASSIFICATION OF COMMITTEES
ACCORDING TO LINES OF AUTHORITY

A. COMMITTEES DERIVING AUTHORITY FROM THE SENATE:

Policy matters are subject to approval by the Senate, Appointments to committees are made by the Executive Committee of the Senate and reviewed in a Joint Meeting with the Administrative Council.

B. COMMITTEES DERIVING AUTHORITY JOINTLY FROM THE SENATE AND ADMINISTRATION:

Policy matters are subject to approval by both the appropriate administrative reference and the Senate. The order for referral of policy recommendations of Type "B" Committees is charged to a Six Member Council composed of three members of the Senate Executive Committee, elected by the Executive Committee and three members appointed by the President. The Six Member Council shall render judgment on the proper reference of the actions taken by the standing committees:

FROM THE ADMINISTRATIVE COUNCIL: (1) Vice President for Academic Affairs, (2) Vice President for Administrative Affairs, and (3) Dean of Student Affairs;

FROM THE SENATE EXECUTIVE COMMITTEE: (1)
(2) (3)

Appointments to committees are made jointly by the Administrative Council and the Executive Committee of the Senate.

C. COMMITTEES DERIVING AUTHORITY FROM THE ADMINISTRATION:

Policy matters are subject to approval by the appropriate administrative reference. Appointments to committees are made by the Administration, or according to the accepted practice, except as specified in the committee description,

2. The following statement governs the selection and appointment of student members to Committees:

On standing committees of the Senate which call for student participation, only one student representative may be a member of Student Council, unless otherwise specified in the committee description. When the number of student members on a Committee

(CONT'D. NEXT PAGE)

is six, one member **must** be appointed from each of the six (6) Schools in the University, When the **number** of student **members** is more than six, each School must be represented and no **more** than two (2) **may** come from a single **College** or School,

When the number is below six (6), no more than one (1) may come from a single College or School, Only full-time students (12 or more quarter hours) with a **minimum** cumulative **academic** average of **2.25** in work taken at **Youngstown State University** may hold committee **appointments**.

A student may not serve on **more** than one standing **committee** at the same time, The **term** of office for student members is for the **academic** year **with** the exception of the one member of each committee **who** may be from Student Council and the **three members** of the Discipline **Com- mittee** **who** are from Student Council.

Student members on **committees** may only be replaced during **the** academic year only for the **following reasons**:

graduation of the student, withdrawal from the university, or failure to maintain full-time status.

All **appointments** of students to **committees** of the Senate **must** be made by Student Council and ratified by Student Council in a **formal** meeting, The **Chairman** of Student Council shall present the slate of ratified **student appointees** to the Dean of Student Affairs who is responsible for **confirming** their eligibility and **notifying** committee chairman of the confirmation. If **appointees** are not eligible and not replaced, the seat shall **remain** vacant, A student shall **not** serve as Chairman or Temporary Chairman of any **Standing** Committee of the University,

3. The President of the University is an **Ex-Officio** member of **all** Committees, and he shall receive a copy of the approved **Minutes** of all Committee meetings, Any other **Ex-Officio members** are identified to the **Committee** on **which** they serve,
4. Each Committee and Subcommittee, except the Discipline Committee and the **Text- book Subcommittee** of **Academic** Affairs, **shall** send a copy of its approved Minutes to the University Librarian. These Minutes **will** be filed and made available to the Faculty, Staff, **and** Students,
5. **Ex-Officio** members are Voting Members of all **Committees** unless **otherwise specified**,
6. The **Quorum** requirements of all **Committees** are to conform to those of the Senate, **An** exception **may** be made for **Summer** operation as **specified** on the next page.

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STATEMENT OF THE SENATE POLICY FOR THE OPERATION OF UNIVERSITY
COMMITTEES DURING THE SUMMER

In principle, it is the expectation of the University that, like the University Senate itself, most committees of the Senate and of the Administration will not be operative during the summer months. However, some committees will have responsibilities that require action during this period. When provision must be made for limited operation during the summer, the president or the committee chairman will convene as many faculty members and administrative representatives who served on the committee during the preceding year as are available. Student membership also shall be drawn from the membership of the preceding year.

If he is available, the incumbent Committee Chairman, at the end of the Spring Quarter, will continue to serve during the summer quarter. If the Committee Chairman is not available, a temporary chairman shall be appointed from among those faculty and administrative members who can be present. The appointment will be made by the chairman or acting chairman of the Executive Committee and the President.

Administrative and faculty members who are employed directly for the Summer Session will serve on the committee. Faculty members under contract for Fall may serve during the Summer Quarter if they are available and willing to serve. On the other hand, students who are not enrolled during a particular Quarter or Summer Session have no continuing obligation to the University and may or may not return for subsequent academic terms. Therefore, student members must have been full time students during the preceding Spring Quarter and be enrolled for at least one course during the Summer Quarter in order to serve as committee members.

Quorum requirements may be reduced for summer operations. If the number of members available is below one-third, or less than four, whichever is greater, additional faculty Ad Hoc appointments to reach this minimum number, shall be made by the chairman (or acting chairman) of the Executive Committee and the President of the University. In an effort to assure student representation on the committee, an officer of Student Government or Student Council and the President of the University jointly may make Ad Hoc student appointments. The committee chairman and the President shall determine the nature of the Ad Hoc appointments.

In view of the diversity of the various committees within the University, this policy may not be practical for all committees. If any committee finds it more appropriate to change from the above policy for Summer operation, it shall do so with the written approval of the President of the University and the Chairman or acting chairman of the Executive Committee of the Senate.

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SENATE STANDING COMMITTEES
FOR THE 1973-1974 ACADEMIC YEAR

*REPRESENTS NEW APPOINTMENT TO THE COMMITTEE

A. COMMITTEE DERIVING AUTHORITY FROM THE FACULTY:

A-1. CONSTITUTION AND BYLAWS COMMITTEE:

To recommend revisions of the Faculty Constitution and Bylaws to the Senate.

Six (6) members, three of which are elected by the Senate for two-year terms in May of each year. Nominations to be made at first regularly scheduled May Senate meeting.

Members of the Constitution and Bylaws Committee are:

Frank A. Fortunato	Three new members
Clyde T. Hankey	to be elected in
Frank J. Tarantine	May, 1973

A 7- EXECUTIVE COMMITTEE OF THE SENATE (AS elected in May, 1973)

To appoint members of the Committees of the University Senate; and together with such body as the President may name for this purpose, to serve as a Committee on Committees to appoint the Joint Committees of the University Senate and Administration; to refer matters directed to its attention or initiated by itself to appropriate committees or to new committees it may appoint; to act for the Senate in matters of liaison with the Administration; to prepare the agenda for Senate meetings; to act in behalf of the Senate in matters requiring immediate attention,

Mary Alice Budge	Ronald L. Gould
Christine Dykema	Victor A. Richley
Jack D. Foster	Matthew Siman
_____	(Education)
_____	(Engineering)
_____	(Business Administration)

A-3. FACULTY APPEALS COMMITTEE

The purpose of this Committee is to function as an agency for the hearing of faculty grievances received from Full and Limited Service faculty members, including those faculty serving as Full or Part-time administrators, and to explore the possibilities of redress and/or to assist in arriving at satisfactory solutions.

CHAIRMAN: Matthew Siman (Term expires 12-31-73)
Marilyn M Solak (Term expires 12-31-75)
Frederick J. Blue (Term expires 12-31-74)
Thelma S. Miner (Term expires 12-11-73)

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COMMITTEES CONT'D.: (1973-74)A-4. ACADEMIC AFFAIRS COMMITTEE:

To recommend admission and graduation requirements, grading policies and procedures, advanced placement, graduation honors, and other matters of academic standards.

CHAIRMAN: Marguerite Foley
A Ranger Curran
~~Earl E. Eminhizer~~
*Saul S. Friedman

~~Juanita A. Roderick~~ *C. VAYAMAN*
Fred Rosenberg
*Henry P. Sheng
*John D. Van Norman

2 Students

EX-OFFICIO: Academic Vice President: Earl E. Edgar
Dean of Admissions and Records: James A. Scriven

A-4a. SUBCOMMITTEE FOR COMPLAINTS ON INSTRUCTIONAL MATERIALS:

To channel complaints on Instructional Materials to the Department and the Dean involved, and to act as liaison between the parties concerned and the faculty with respect to these complaints.

CHAIRMAN: *Juanita Roderick
Russell Maddick

*Barbara Pletcher

A-5. CURRICULUM COMMITTEE

To review, approve, and coordinate programs and courses of the University; and to initiate curriculum studies.

CHAIRMAN: Philip J. Hahn
*Paul X. Bellini
~~James J. Betres~~ *J. Roderick*
~~Donald E. Hovey~~ *E. Shneider*
*Stephen L. Kozarich

Virginia K. Phillips
*Raymond J. Shuster
Stephen L. Sniderman
~~E. Vogel~~ *E. LARGENT*

3 Students

EX-OFFICIO: Academic Vice President: Earl E. Edgar
Dean of Graduate School: Karl E. Krill

A-5a. HONORS COURSES AND PROGRAMS SUBCOMMITTEE

To initiate, review, and coordinate honors courses and programs.

CHAIRMAN: Stephen L. Sniderman
*Robert DiGiulio
Wade Driscoll
Albert J. Klein

*Joseph R. Lucas
*Richard M. Magner
Joseph T. May

3 Students

(2 Non-Council Students with 3.0 average at time of appointment)

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COMMITTEES CONT'D.: (1973-74)

A-6, LIBRARY COMMITTEE

To function as faculty advisors to the Librarian in order to aid and promote good communication between the Library Staff and Faculty concerning budgets and acquisitions; to aid in promoting good service to the Faculty and Students, and maintaining satisfactory relations among the Faculty, Students, and Library Staff.

CHAIRMAN: Lorrayne Y. Baird

- *Josephine T. Beckett
- Martin E. Berger
- *Carl F. Chuey
- T. R. Rama Krishnan
- *Mary A. Sebestyen

Arthur G. Spiro

- *Anthony H. Stocks
- Barbara Wright
- Ralph E. Yingst
- ~~Allan J. Zuckerwar~~

J. Devletian

2 Students

EX-OFFICIO: University Librarian: George H. G. Jones
Dean of Graduate School: Karl E. Krill
Budget Officer: William Sullivan

B. COMMITTEES DERIVING AUTHORITY JOINTLY FROM THE FACULTY AND ADMINISTRATION.

B-1. ATHLETIC COUNCIL:

To participate in the development of and to approve the general athletic policy of the University; to make recommendations to the President regarding changes in and the development of the Athletic Program:

CHAIRMAN: Joseph P. Altinger

- *Robert E. Arnold
- Peter A. Baldino, Jr.

*John M. Hudzik

- *Loretta M. Liptak
- *John F. Ritter

4 Students

(Two (2) Alumni - selected from list of 10 made by Athletic Council, then submitted to President.)

EX-OFFICIO: Financial Vice President: Joseph S. Rook
Athletic Director: Willard L. Webster
University Relations: Philip A. Snyder
Athletic Business Manager: James W. Morrison

B-2. SPECIAL EVENTS COMMITTEE:

To promote, plan, and arrange for the presentation of extra-curricular lectures, including the Skeggs Lectures, and other Special Events of Education value which involve University Funding:

(MEMBERSHIP OF THIS COMMITTEE ON NEXT PAGE)

COMMITTEES CONT'D.: (1973-74)B-2. SPECIAL EVENTS COMMITTEE CONT'D.:

<u>CHAIRMAN:</u> <u>Lewis S. Rosenthal</u>	Renee M. Linkhorn
William S. Flad	*Morris Slavin
Marie Gubser	Veronica Steines
Robert E. Hopkins	

6 Students

EX-OFFICIO: Director of University Relations: Philip A. Snyder
 Assistant Dean of Student Affairs: Patricia Bleidt
 Director of Student Activities: Joseph Luppert
 Internal Auditor: Thomas Kuchinka
 Athletic Business Manager: James Morrison

B-3. COMPUTER COMMITTEE:

To advise concerning Computer-related matters in the University.

<u>CHAIRMAN:</u> <u>Janet E. Del Bene</u>	*Pietro Pascale
*Thomas W. Elliott, III	Stephen Redburn
Emily K. Goldstein	Duane F. Rost
*Thomas C. Herndon	Eugene E. Schneider
<i>A. Hailshank</i> Edward J. Largent, Jr.	Dennis F. Terok, Jr.
*Yih-Wu Liu	<i>J. BAKOS</i>

2 Students

EX-OFFICIO: Director of Computers: Ronald W. Jonas
 Bursar: Thomas H. Martindale
 Dean of Technical and Community College: Nicholas Paraska
 Coordinator of Student Data Services: Wealthie Bush Prince

B-4. FACULTY AFFAIRS COMMITTEE:

To recommend policy involving conditions of Faculty Service and Welfare, such as (1) the Appointment, Reappointment, Promotion, Tenure, and Dismissal of Full-Service Faculty; and (2) the policy for salary structure, fringe benefits, and related matters.

<u>CHAIRMAN:</u> <u>Christine R. Dykema</u>	Inally Mahadeviah
David M. Behen	Casper J. Moore, Jr.
William R. Convery	C. Wade Raridon
Frank A. Fortunato	Victor A. Richley
Mary V. Hare	Thomas A. Shipka
Michael K. Householder	

EX-OFFICIO: Academic Vice President: Earl E. Edgar
 *One Academic Dean to be rotated alphabetically by Colleges
 each year: 1973-74: Robert L. Miller

(CONT'D. NEXT PAGE)

COMMITTEES CONT'D.: (1973-74)

B-5. STUDENT AFFAIRS COMMITTEE

To recommend policy in areas primarily concerned with student services which **are** not otherwise-charged to other Committees such as:

- 1) Student Organizations; 2) Financial Aids; 3) Housing;
- 4) Social Organizations; 5) Student Government;
- 6) Student Code and Disciplinary Policies

CHAIRMAN: Mary Alice Budge George Haushalter
~~*Charles Bronstrup~~ *J. Douglas* ~~*George Letchworth~~ *W. Convey*
 *John Buoni Edna K. McDonald
 *James Daly Mary B. Smith
~~*Lillian Feldmiller~~ *T. Shields* *Lonnie Williams

8 Students

EX-OFFICIO: Assistant Dean of Student Affairs: Patricia Bleidt
 Dean of Student Affairs: **Darrell F. Rishel**
 Director of Financial Aids: John E. Wales, III

B-5a. INTERNATIONAL STUDENTS SUBCOMMITTEE

To recommend policy and programs for assisting International Students enrolled in the University.

CHAIRMAN: Edna K. McDonald Pei Huang
 C. William Eichenberger Richard A. Nitsche
 Barbara J. Engelhardt Duane Sample
 John L. Grim Tadeusz K. Slawecki
 Dorothy F. Heym Robert J. Wolanin

4 Students -- (2 American and 2 International)

EX-OFFICIO: Assistant Director of Admissions: Walter Rusnak
 Advisor to International Students: Edna K. McDonald
 Assistant Director of Financial Aids: William T. Collins

B-6. ALUMNI AFFAIRS COMMITTEE

To cooperate **with** the **alumni** in **projects** and programs to aid the University.

CHAIRMAN: ~~Robert F. Leahy~~ *Marylyn Biles* Albert Matzyc
 *Phillip F. Chuey *Wendell Orr
 Dorcas C. Fitzgerald Margaret V. Schafer
 *John Kearns Alvin W. Skardon, *Chairman*
 James J. Lepore ~~Joseph F. Swartz~~ *Margaret Braden*

2 Students

EX-OFFICIO: Director of University Relations: Philip A. Snyder
 Comptroller: **Richard L. Glunt**

COMMITTEES CONT'D.: (1973-74)B-7. UNIVERSITY RESEARCH COUNCIL:

To recommend policies toward research and to coordinate research programs and other scholarly activity in the University.

CHAIRMAN: Karl E. Krill C. Wade Raridon
 Frank A. D'Isa Dean S. Roussos
 *Guido A. Dobbert *G. Roy Sumpter
 *Friedrich W. Koknat Dwight G. Watkins
 A. Bari Lateef *John Yemma

EX-OFFICIO: Dean of Graduate School: Karl E. Krill
 Director of Computer Center: Ronald W. Jonas
 Chief Accountant: Pierson Syring

B-8. COUNCIL ON TEACHER EDUCATION:

To function as a University-wide advisory Committee to the Dean of the School of Education in academic matters relating to the total educational program for teachers:

CHAIRMAN: Violet Boggess *Sister Dorothy A. Hwopek
 *Samuel Barger Leland W. Krauf
 George Beelen *Gordon Longmuir
 *Paul E. Dalbec Donald H. Mathews, Jr.
 Lois M. Hopkins Louis A. Zona

4 Students -- (Admitted to Teacher Education Program)

EX-OFFICIO: Dean of Education:
 Dean of Arts and Sciences: Bernard J. Yozwiak
 Chairman of Academic Standards and Policy Committee
 of the School of Education: _____

B-9. HEALTH AND SAFETY COMMITTEE

To promote programs of health protection for students and University personnel, and to bring to the attention of the Administration any factors detrimental to health or safety:

CHAIRMAN: Dorothy M. Scott *Edward Mooney, Jr.
Cynthia J. Loehr Anne L. Scheetz
Howard D. Mettee *Samuel J. Skarote

2 Students

EX-OFFICIO: Director of ~~Student~~ Activities: ~~Joseph Fluppert~~ *Philip H. [unclear]*
 Head Nurse: Mary Murphy
 Director of Physical Plant: Raymond D. Orlando
 Director of Non-Certificated Personnel: ~~Stuart L. Aubrey~~ *Harry Dampf*

(CONT'D. NEXT PAGE)

COMMITTEES CONT'D.- (1973-74)B-10. STUDENT ACADEMIC GUIDANCE AND REGISTRATION COMMITTEE:

To recommend policies and advise on procedures for the academic guidance, academic advisement, and registration of students:

CHAIRMAN: Genevra Mann
 *Charles Alexander
 Anna M. Battin
 E. Mark Evans
 Thomas C. Herndon

*Mark Masaki
 *Gratia Murphy
 Ronald J. Richards
~~C Roy Sumpter~~ *X Ventres*

6 Students

EX-OFFICIO: Coordinator of Student Data Services: Wealthie Bush Prince
 Registrar: _____
 Assistant Dean of Student Affairs: Patricia Eleidt
 Bursar: Thomas H. Martindale

B-11. COUNCIL ON CONTINUING EDUCATION:

To recommend policy on the role of the University in continuing education; to encourage program and proposal development to obtain funding for continuing education activities; to recommend policies for coordinating continuing education activities within the University:

CHAIRMAN: Lawrence A. DiRusso
 William O. Barsch
 Frank A. Ciotola
 *Larry F. Harris
 Dorothy M. Hille

Charles M. Lovas
 *John A. Marsyla
 H. Thomas McCracken
 *Dumitru Teodorescu
 Libby Werbner

EX-OFFICIO: Director of University Relations: Philip A. Snyder
 Chairman, Continuing Education: Larry E. Looby
 Assistant to Registrar: William Countryman
 Assistant Bursar: Gerald L. Fox
 *Assistant Director of Admissions: Harold Yannucci

B -12. COMMITTEE ON STUDENT DEVELOPMENT:

To be responsible for reviewing and recommending policies and programs designed to enhance the higher educational opportunity of disadvantaged students. It shall be the function of these programs to:

- 1) Recommend means of establishing a search for capable but disadvantaged pre-college students who are likely to benefit from a continuing program designed to enable their normal participation in college.
- 2) Recommend means of establishing special aid for students of deprived backgrounds.
- 3) Recommend special admissions policies for these students.
- 4) Recommend special programs for these students.

The Committee will also share in the responsibility of writing and submitting proposals for such programs.

(MEMBERSHIP OF THIS COMMITTEE ON NEXT PAGE)

COMMITTEES CONT'D.: (1973-74)

B-12. COMMITTEE ON STUDENT DEVELOPMENT CONT'D.:

<u>CHAIRMAN:</u> Alfred L. Bright Paul E. Beckman, Jr. Michael J. Charignon *Istvan Domonkos Jack Dunsing	*Lawrence Haims William D. Jenkins *Robert Peterson Frank J. Seibold *John W. Smythe
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6 Students

EX-OFFICIO: Director of Admissions: William Livosky
Director of Counselling Center: George E. Letchworth
Director of Financial Aids: John E. Wales, III
Assistant to the President: Hugh A. Frost

B-13. DISCIPLINE COMMITTEE

To review and act upon cases of academic dishonesty and discipline for the student body.

<u>CHAIRMAN:</u> John R. Boland James W. DeGarmo, Jr. *James T. Henke	*Carolyn Hughes <i>J. Babisch</i> John F. Ritter
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(6 Students according to Rule of Distribution by Schools to include 3 from the Discipline Committee of Student Council)

EX-OFFICIO: Assistant Dean of Student Affairs: C. David Bertelsen
*A Department Chairman on a rotating basis:
1973-74: Taylor Alderman

B-14. COMMITTEE FOR RADIO BROADCASTING STATION:

To recommend policies for programming and operation of the Radio Station.

<u>CHAIRMAN:</u> Leon Laitman Dean R. Brown Thomas A. Copeland *Charles W. Darling Frank A. Hankey <i>R. Jones</i>	Larry F. Harris *Joseph Kirschner *Edward J. Largent, Jr. *Clyde E. Morris Michael W. Taylor
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2 Students

EX-OFFICIO: Director of Radio Broadcasting: Stephen J. Grcevich
Director of University Relations: Philip A. Snyder

B-15. MEDIA CENTER COMMITTEE:

The Committee shall recommend policies, programs, and procedures for the establishment, development, organization, and administration of audio-visual media services for the University:

(MEMBERSHIP OF THIS COMMITTEE ON NEXT PAGE)

COMMITTEES CONT'D.: (1973-74)

B-15. MEDIA CENTER COMMITTEE CONT'D.:

CHAIRMAN: Carol F. Schulte
Joseph Babisch
*Gilda DeCapita
*Aili Hakojarvi
Vern L Kagarice

~~*Albert Moritz~~ *W. Young*
Floyd E. Morris
~~Eugene A. Sekeres~~ *Mike Taylor*
Christopher J. Sweeney

(2 Students -- One (1) who is admitted to Teacher Education Program)

EX-OFFICIO: Director of Media Center: Winston Eshleman
Director of Radio Broadcasting: Stephen J. Grcevich
Director of University Relations: Philip A. Snyder
Director of Purchasing: James Miller

B-16. BLACK STUDIES PROGRAM COMMITTEE

To assist in the development and promotion of the program; to assist and advise the Director in regard to major policy and curriculum development; to assist in the development of overall curriculum planning; the timetable for program implementation and in library policies and facilities.

Consistent with its advisory nature, it shall also carry out such functions as shall be delegated to it by the Director with the exception of those functions reserved by University policy.

CHAIRMAN: Alfred L. Bright Sarah B. Morrow
*George L. Almond *Daniel J. O'Neill
Lawrence Amadi Robert Peterson
Frederick J. Blue Clyde Vanaman
James W. Kiriazis *Ken R. Venters

Students: Four (4) to be appointed by the Chairman

EX-OFFICIO: Vice President for Academic Affairs: Earl E. Edgar
Director, Black Studies Program: Alfred L. Bright
Director, Admissions Office: William Livosky
*Assistant Director of Financial Aids: William Collins

C. COMMITTEES DERIVING AUTHORITY FROM THE ADMINISTRATION:

C-1. ACADEMIC DEANS COUNCIL:

Responsible to the Academic Vice President for development of academic policy and procedures in coordination with the University Senate:

CHAIRMAN: Earl E. Edgar Robert L. Miller
Charles H. Aurand Nicholas Paraska
Michael J. Charignon Clyde Vanaman
Karl E. Krill Bernard J. Yozwiak

EX-OFFICIO: Dean of Admissions: James A. Scriven

COMMITTEES CONT'D. : (1973-74)

C-2. ADMINISTRATIVE COUNCIL:

Responsible to the President for development of nonacademic policy:

<u>CHAIRMAN:</u> <u>John J. Coffelt</u> Charles H. Aurand Michael J. Charignon Earl E. Edgar Karl E. Krill Robert L. Miller Nicholas Paraska Darrell Rishel	Joseph S. Rook James A. Scriven Philip A. Snyder Clyde Vanaman Vice President of Administrative Affairs Bernard J. Yozwiak
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Two (2) members of the Executive Committee of the Senate:

CHAIRMAN:

Secretary:

C-3. BUDGET COMMITTEE

To review and develop the University Budget:

<u>CHAIRMAN:</u> <u>John J. Coffelt</u> Earl E. Edgar Karl E. Krill	Joseph S. Rook Vice President of Administrative Affairs
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C-4. UNIVERSITY PUBLICATIONS BOARD:

To supervise and recommend policy governing student publications:

<u>CHAIRMAN:</u> * <u>Taylor Alderman</u> Ralph G. Crum Jane F. Cunningham	Lawrence A. Davis Frank J. Tarantine
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6 Students

NOTE: (No student or faculty member may serve as advisor or be on the Staff of any University Publication or may a student be a member of Student Council or Student Government).

EX-OFFICIO: Financial Vice President: Joseph S. Rook
Director of University Relations: Philip A. Snyder
Dean of Student Affairs: Darrell Rishel

C-5. COMMITTEE ON MANAGEMENT AND CONTROL OF PHYSICAL FACILITIES:

To recommend a policy on management, control, use and coordination of physical properties of the University:

<u>CHAIRMAN:</u> <u>Edwin R. Pejack</u> Robert A. Ameduri Anthony F. Dastoli Stephen A. Graf *Ikran Khawaja	Lewis B. Ringer *Charles R. Singler Ken R. Venters Willard L. Webster
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3 Students

(MEMBERSHIP ON THIS COMMITTEE CONT'D. NEXT PAGE)

C-5. COMMITTEE ON MANAGEMENT AND CONTROL OF PHYSICAL FACILITIES CONT'D.

EX-OFFICIO: Administrative Vice President:
Director of Physical Plant: Raymond D. Orlando
Director of Planning: Nicholas Leonelli
Registrar:
Assistant Dean of Student Affairs: C. David Bertelsen

C-6. RESIDENCE CLASSIFICATION BOARD:

To serve as an appeals committee for In-State and Out-of-State residence classifications:

CHAIRMAN: Ivis Boyer

EX-OFFICIO: Administrative Vice President:
Dean of Admissions and Records: James A. Scriven
Bursar: Thomas H. Martindale

C-7. FACULTY PROMOTIONS COMMITTEE:

To undertake annual review of faculty promotion requests as submitted by the Deans of the Schools:

CHAIRMAN: Earl E. Edgar *Frank J. Tarantine
Philip J. Hahn *Bernard J. Yozwiak
Karl E. Krill

(NOTE: Academic Deans are rotated alphabetically by Schools, The Senate Executive Committee appoints two (2) faculty members for two-year terms and these terms will be staggered).

EX-OFFICIO: Academic Vice President: Earl E. Edgar
Dean of Graduate School: Karl E. Krill

C-8. APPEALS COMMITTEE:

University-wide responsibility to hear and answer appeals of individuals working for the University, in both classified and non-classified categories, (Includes only Full-time employees).

CHAIRMAN: Nicholas Paraska Thomas W. Porterfield
*Phoebe Barber Wesley Traylor
*William W. Hanks Ernest White

C-9. WATSON AWARDS COMMITTEE: (Confidential Membership)

A Committee with confidential membership to select Watson Awardees for distinguished faculty recognition.

C-10. UNIVERSITY RELATIONS COMMITTEE

To serve as an advisory Committee to the Director of University Relations:

(MEMBERSHIP OF THIS COMMITTEE ON NEXT PAGE)

COMMITTEES CONT'D.: (1973-74)C-10. UNIVERSITY RELATIONS COMMITTEE CONT'D.:

<u>CHAIRMAN:</u> <u>Neal B. Long, Jr.</u>	John E. Petrek
* <u>Rey Dempsey</u>	* <u>Anne B. Schafer</u>
Virgil R. Lang	William <u>Slocum</u>
* <u>Lawrence E. Looby</u>	Peter W. von Ostwalden
Billy <u>Nichols</u>	

3 Students

EX-OFFICIO: Director of University Relations: Philip A. Snyder
 Assistant Dean of Students: C. David Bertelsen
 Director, Admissions Office: William Livosky
 Athletic Business Manager: James W. Morrison

C-11. RADIATION CONTROL COMMITTEE

A control committee for radioactive and other materials requiring security:

<u>CHAIRMAN:</u> <u>Karl E. Krill</u>	Nicholas Paraska
Edward <u>Mooney, Jr.</u>	Joseph S. Rook

C-12. PUBLIC CEREMONIAL AFFAIRS COMMITTEE

To administer and arrange for public ceremonies, including Commencement, building dedications, necrology functions, etc.

<u>CHAIRMAN:</u> <u>Steven R. Gardner</u>	Russell James
* <u>Dennis Bensinger</u>	Elaine S. <u>Juhasz</u>
Leslie S. <u>Domonkos</u>	Mark F. <u>Walker</u>

3 Students

EX-OFFICIO: Director of University Relations: Philip A. Snyder
 Recorder: Bernice Brownlee

C-13. STUDENT COUNCIL BUDGET COMMITTEE

To review and approve the allocation of Student Council Funds:

<u>CHAIRMAN:</u> <u>John J. Coffelt</u>	<u>Darrell F. Rishel</u>
Earl E. <u>Edgar</u>	Joseph S. <u>Rook</u>
Karl E. <u>Krill</u>	Vice President of Administrative Affairs

C-14. HONORS DAY COMMITTEE

To plan and carry out the annual Honor's Day Program to give recognition to outstanding students in all parts of the University:

<u>CHAIRMAN:</u> <u>Donald W. Byo</u>	Ronald J. <u>Richards</u>
* <u>Patricia Bleidt</u>	<u>Mary B. Smith</u>
* <u>Barbara Brothers</u>	* <u>James D. Steele</u>

EX-OFFICIO: Chairman of Honors Courses and Programs Subcommittee: Stephen A. Sniderman
 Chairman of Public Ceremonial Affairs Committee: Steven R. Gardner
 Recorder: Bernice Brownlee

(CONT'D. NEXT PAGE)

COMMITTEES CONT'D.: (1973-74)

KILCAWLEY CENTER COMMITTEE ELIMINATED

C-15. TRAFFIC CONTROL BOARD:

To recommend rules and regulations governing Campus Traffic and the use of University Parking areas:

CHAIRMAN: Paul Cress
Harold Dampf
*Gail Hedrick
Dean Hoops
*Joseph J. Koss

Nick Leonelli
~~Joseph Luppert~~
Hassan Ronaghy
Robert Sorokach

D. Bertelsen

5 Students

EX-OFFICIO: Parking Control Supervisor:

C-15a. SUBCOMMITTEE FOR APPEALS OF TRAFFIC VIOLATIONS:

To hear and-render decisions on individual appeals involving forfeiture of parking privileges and/or the imposition of fines for the violations of University Traffic and Parking Regulations:

CHAIRMAN: William Countryman
Geraldine D. Hetzel

Tom Martindale
John Stevens

2 Students

NOTE A supplemental listing of "D" Committees will be issued in the near future.

TRANSCRIPT OF PROCEEDINGS
SENATE MEETING NOV. 2, 1973
Schwebel Auditorium 4:10 p.m.

VICE PRESIDENT EDGAR: I call the meeting of the Senate to order and I do so by reading a memorandum written to Dr. David **Behen** from President John Coffelt. "Last spring," I read from the memorandum, "I asked the Executive Committee to recommend an equitable procedure for identifying individuals whom I might designate to serve in my place as Chairman of the University Senate. As you recall, the Committee's recommendation was submitted to me at the October 5, 1973, meeting of the University Senate. The proposed selection procedure was accepted by me and a slate of nominees was selected in accordance therewith.

"Attached hereto is a summary of the ballots cast in accordance with the outcome of the balloting; and by authority of By-Law 7, I hereby designate you as Presiding Officer of the University Senate for the 1973-74 academic year. Should action to revise the Constitution be approved by the Board of Trustees prior to the end of the current academic year, the Presiding Officer would, of course, be selected in accordance with the revised Constitution.

"May I take this opportunity to commend you upon your selection for it is indicative of the high esteem in which you are held by your colleagues. I share their confidence in your integrity, objectivity, and ability to fulfill this responsibility during this interim period.

"Please feel free to call upon me at any time I can be of assistance."
David.

DR. BEHEN: Thank you. Thank you. I am more moved than you might suspect by the reception; and I also feel a little guilty, for my own feelings with respect to the reception of the honor of this position has been somewhat ambivalent. And though the ambivalence of these feelings has probably been increased by the number of people who have wished me "Good Luck,"--which always seems faintly suggestive, if not of a soldier going into battle, at least of a graduate student going in for his doctoral orals--but except that my wife has threatened to leave me when she found out that I'd received the position, nothing bad has happened yet. So I'm becoming more optimistic. But, I do thank you.

Before the regular order of business--which will begin, of course, with a request for the approval of the minutes--I don't know that you know Dr. Caryl Freeman who is our new Secretary. You know that we have one, and this is Dr. Freeman seated here; and inasmuch as this is not only our new Secretary's first appearance before the Senate, but also she is quite new to the faculty and knows very few of you; so if you will kindly identify yourselves by name when you rise to speak, it will be of great help to her.

Dr. Daniel **O'Neill** has kindly agreed to act as our Parliamentarian. Dr. **O'Neill**, as you probably know, is the coach of our debating teams, and he said he believed that today was the first day in two years that he has scheduled a tournament on the day of the Senate meeting. Since he only received the appointment a few days ago, he could not make any adjustment and so he is not here today. And Mrs. **Dykema**, always yielding graciously to extreme pressure, agreed to serve

again for **us** today. I want to express my appreciation to all these people. I know I state your sentiments in saying both that we are grateful to Mrs. **Dykema** for her excellent service over a long period and to Dr. Freeman and Dr. **O'Neill** who have accepted these positions. And I also want to thank Dr. Coffelt and Dr. **Richley** and Miss Vera Jenkins who have all been a great help in one way or another in getting the new arrangements set up.

With those announcements and expressions of appreciation, we will move to the first order of business. Are there any corrections, additions, or emendations to the minutes?

MR. IVES: I have submitted a correction in writing to the Secretary, which, if necessary, she can read.

DR. **BEHEN**: Thank you. Professor Ives requests modification as follows: that the minutes be corrected by deleting the four-line paragraph on page 7, beginning, "Number 12, Mr. Ives, etc.," and inserting in its place the following: MR. IVES: Why is it any less constitutional for the Senate to appoint or recommend an interim chairman for either a short time or a longer time by a method of its own choosing, than by following the method imposed upon it by a committee,' and Mr. Ives asked that the incorrect version be corrected in accordance with his statement.

Are there any other corrections or changes in the minutes? Hearing none then, the minutes stand approved as distributed by the Secretary.

Next order of business is a report from the Senate Executive Committee by that Committee's Chairman, Dr. **Richley**.

DR. **RICHLEY**: Mr. Chairman, members of the Senate, during the past quarter, the Spring quarter—May 4, to be exact—Senate approved membership of standing Senate committees. Since that time, several vacancies in membership have occurred by virtue of persons having left the faculty. Additional vacancies have occurred via resignations. The Executive Committee has reacted to fill these positions and has circulated to you a listing of the Committee revisions that **we** would like to present to the Senate today. You should have received them attached to today's agenda.

Mr. Chairman, I move Senate approval of the committee revisions as identified in my report.

DR. **BEHEN**: Is there a second to that motion?

DR. **HOTCHKISS**: I second.

DR. **BEHEN**: Discussion? Yes.

Dr. **HARE**: Under Academic Affairs, it says, "Dr. R. Sigrist, **Education**." Is this meant to be R. Sigrist in English?

DR. **RICHLEY**: That is correct. . .English.

DR. **BEHEN**: Thank you. Other comments or discussion? Are you ready for the question? All in favor say "Aye," contrary by "Nay." Motion is carried.

Thank you, Dr. Richley.

Are there any other committees which wish to report at this **time?** I have no notification of individual committees, but is there another **committee** that would like to report?

Is there any unfinished business?

Is there any new business?

MR. IVES: In the report to the Senate attached to the October minutes, I suppose it has already been called to someone's attention, but the word "Regents" is spelled throughout, "Reagents." Some of the Regents may be reagents, but I think in the business of the Senate they should be named correctly.

DR. BEHEN: Thank you.

MISS JENKINS: That was done exactly as it was turned over to me. I had it duplicated and sent out. I did not type it.

DR. BEHEN: I thought it was simply some old English form. Someone else wish to comment on new business?

DR. RICHARD JONES: I accept responsibility for the mistyping of "Reagents." I want to make a report of the Faculty Advisement Committee to the Board of "Reagents." I have submitted the full report to the Secretary and it will be attached to the minutes with "Regents" spelled properly. The Faculty Advisory Committee met last Thursday. The entire discussion of this meeting concerned the fifth manual of The Management Improvement Program entitled, "Personnel Management." The result of these discussions was to request a chance for Dr. James Norton to postpone the deadline for finishing this manual from November 1 to January 15, 1974, and that a mandated review of the manual by a joint **faculty/administration** Task Force meet twelve months after the date on which the provisional **manual** is adopted. Now, yesterday, the Board of Regents Task Force, which is writing this manual, met and agreed to extend the period of writing the manual from today, until January 15. Now, since this manual covers **all** aspects of personnel management, I mean it covers everything, I thought **that** a history of the **MIP** Program, The Management Improvement Program, a few **remarks** concerning what's in this manual and some reactions of faculty and other state institutions is in order.

MIP, Management Improvement Program, was created in the Ohio Assembly in 1971. This was the result of about two years study by a joint **House/Senate** Education Review **Committee**. The bill, which is numbered 0475, mandated it, and stated that these **manuals** in various areas of institutional management had to be written under the direction of the Board of Regents. Now, the Board of Regents limited the manuals to five areas--Institutional Planning, Program Budgeting, Computer Service, Schedule Building and Registration, and Personnel Management. The first four manuals have been completed. They are written; they're completed: they're at print now and are going to be distributed for implementation as **soon** as they're finished. The fifth manual, the one on personnel management, is the one that has caused the problem, the one the **FAC** committee asked the Chancellor to extend the time on it. This manual covers everything.

I mean, it leaves nothing out--wages and salaries, benefits, pre-employment, faculty evaluation, tenure, grievances, collective bargaining, supplements to employment. It covers all aspects of personnel management.

Now, when our committee met last Thursday, several of the faculty members expressed very sincere concern over this manual in its present form. They seemed to feel that the manual implies that faculty members are simply employees that are to be managed, developed, assigned, by some sort of a personnel supervisor. The manual also **seems** to imply the responsibilities which have traditionally been faculty responsibilities are going to come under the jurisdiction of a centralized personnel department. Written objections to the manual were submitted from three universities to the Task Force writing the manual.

Now, in my opinion, there are two problems with this manual as it exists. The first and most important, at least this is my opinion this is most important, **is** the intent of the manual, what's it supposed to be used for? **Now** from House Bill 475, I took the following statement: It said, "the purpose shall be to design, test, and install in each institution the most effective feasible internal organization planning." It goes on. To me the word "install" implies that the State Legislature is going to say whatever's in this manual is going to be policy at all state institutions, at all public institutions. **Now** in the manual itself, I took the following quote: "The manual is a practical, informative, useful, guide. For the most part all the manuals contain general guidelines, principles and broad recommendations for good management within the universities and colleges rather than detailed and specific procedures.

They also give recommendations which call for direct action by the Board of Regents. Basically the recommendations seek more effective internal management and accountability, while recognizing the autonomy of schools. This statement, to me, **is** in conflict with the previous one in the Bill that created the writing of the manuals. This one, I think, says that each school can do what it pleases. No one at the Board of Regents will answer the question: What happens if the university doesn't follow what's in the manual? They don't give the answer to that question.

The second fault with the manual is the vagueness with which it is written. I personally, find it very difficult to read. Everybody who reads it gets a different **impression** completely from the manual. A lack of definitions in the manual--I just don't **know** who they're talking about. No one else seems to either. For instance, in one place in the manual, they suggest that the faculty are non-professionals lacking advanced **knowledge** in specialized fields and incapable of doing intellectual work. This is the sort of thing that is in the manual. In other places the manual certainly implies to most of the people on the FAC Committee that such things as hiring of new faculty is now going to be the responsibility of the personnel department. The Board of Regents says we're misreading this section of the manual. That all that they're implying is that the guidelines that are to be used at all levels of management, including departmental levels, but like I say, the language is so vague that I think it's difficult to determine exactly what is meant in the manual. **Now,** copies of the manual and remarks from the other universities, objections and suggestions, are available for anyone who wants to read the manual. Any suggestions for improvements in the manual, changes in the manual, must be submitted to the Task Force representative in the University by January 15. And the full report will be attached to the minutes.

DR. **BEHEN**: Thank you Dr. Jones, Don't leave yet. I would rather imagine there might be some questions from the floor; and if there are, just address them to Dr. Jones.

DR. **IVES**: Where are these manuals available?

DR. **JONES**: Mr. Aubrey, before he left the university, had several sent to him, I will try to see that they're put in the library for everyone's use in the reserve section of the library.

VICE PRESIDENT **ROOK**: There are twenty-five copies distributed within the University. Each dean has one, each vice-president, and so on. I have the distribution in my office. I was appointed to handle all Task Forces. This was a mandate. According to Bill 475, the report was supposed to be made in July in accordance with 475. There was nothing that I could find where any discussion indicated that they would be implemented. They're supposed to be done and submitted to the Legislature, What comes out of there, I don't know. But there are plenty on campus, and I have one in my office if you would like to see it.

DR. **BUDGE**: Yes, Vice President Rook just indicated that he doesn't know whether it is going to be implemented into law, I would say that Dr. Coulter, the Acting Chancellor, indicated that he didn't think that this document was going to sit on the shelf gathering dust. I took that as another threat.

VICE PRESIDENT **ROOK**: I would say there is a move to centralize personnel services in the state. I don't know really what that means or what is pending, but there is; and whether it includes faculty and everything, I know it is in other areas. We have certain latitude in personnel, but more and more, since 475 passed the Legislature, there has been more central control. This university is mandated to pay a fee to the State personnel office and this is where it starts. I think there should have been concern, but I think the concern should have been for a year. Now it's coming when it's 12 months late.

DR. **BEHEN**: Other questions?

DR. **HARE**: Who are the faculty committee? You are chairman of the faculty committee?

DR. **JONES**: No, the Faculty Advisement Committee, which has nothing to do with writing the manual, is myself, Dr. Budge, and Dr. Simon. The Task Force member who has the responsibility of the actual writing of the manual was Mr. Aubrey. I don't know the official representative replacing Mr. Aubrey at the moment. Dr. Swan and myself went to the Task Force meeting yesterday at which the extension was given for the writing of this manual. I don't know if he is the official representative to the Task Force. Dr. Jones, I don't believe anyone was appointed. The FAC will probably meet twice more, and any recommendations or changes could go through that Committee, to the Chancellor. I know in the report that the Task Force writing the manual wants the information directed to the Task Force, but it can certainly go through the FAC, there is

no reason why it can't.

DR. BUDGE: It occurred to me that perhaps it would be useful to create a committee to look specifically at this manual for the time that we have remaining--January 15 is not very far away and when you consider the Christmas vacation--I think obviously it should include only eight people and perhaps the Executive Committee on Monday would be willing to consider this matter in terms of its creation.

DR. JONES: To my recollection, the Executive Committee of this body was--each member was provided with a copy of this document, is this correct?

DR. RICHLEY: No. Yes, I was provided a draft, which I still have. That's all.

DR. BUDGE: A single draft?

DR. RICHLEY: A single draft.

DR. BUDGE: And, Dr. Shipka was provided a copy; I suppose Mr. Aubrey was going to give him one.

DR. COHEN: I myself feel a great confidence in the small group to handle the matter for us; but if they would like larger input from a larger committee, then I think this could apply to recommending to our Executive Committee that a larger committee could help them out.

DR. BEHEN: Further comment or question? I guess not, then Dr. Jones, thank you very much.

Is there other new business to come before the Senate?

DR. CURRAN: I would like to propose a resolution by the Senate as follows, and I have a copy to give to the Secretary. "Resolved that the Senate of Youngstown State University commends the statements of President Coffelt regarding his response to the problem of declining enrollments at the University. We further urge the administration to translate these words into immediate action by developing and implementing a concrete plan in this area. Such a plan should, at a minimum, include:

1. An advertising campaign calculated to inform the local community of the educational opportunities offered by our institution.
2. A published schedule of each quarter's offerings in the local papers.
3. Development of a continuing radio and TV advertising plan to further promote the message.
4. Active recruiting in local high schools.
5. An on-going program of research by the University in the ways in which it could more effectively respond to community educational needs.
6. A proposal to our Ohio Legislature to allow Pennsylvania residents to attend our University without paying out-of-state fees providing the State of Pennsylvania pays the University the same subsidy for these students as Ohio pays for our in-state students."

DR. HANZELY: Second.

DR. BEHEN: I have a motion on the resolution and second. Is there discussion on this matter? Yes, Mr. Ives.

MR. IVES: I may have been misinformed but I was under the impression that we had acted on the first five of these and have been right along. The sixth is a matter of need.

DR. CURRAN: If I may quote the President, he says, you know, "Our students feel that this school is their second choice, or their last choice." I don't think there is any secret to many of them as to why this is occurring. My daughter, Sheila, is graduating from Ursuline. She heard from schools in Arizona, Mississippi, Massachusetts, Kansas, you name it; we get them every day. She hasn't heard once from Youngstown State University. I've met in the last three months, three people who were at the YMCA when I was playing squash, who don't even know we have an MBA program in the University. In fact, two of them have enrolled since they found it out. If we have an on-going program, it's being kept a secret. It's about like these tapes. It's around somewhere. I'm very serious about this resolution because I foresee that a year from now we are going to be renegotiating our contract. If the enrollment continues to decline, we are going to have a real fight here as far as retrenchment goes, I feel. We already have been faced with this. I, for one, feel, before we even talk about anything like that, somebody should do something actively to prevent enrollment dropping any further. There isn't a business in the world that could attract or keep in business with the secrecy about its stock in trade as we have tried to do. It's got to be purposeful. It can't be anything else. We couldn't have such a poor program any other way. I would suggest that one of the things we should consider, and that's why number 6, is that there is a university being built over in Sharon. At least they have started a university. And once these things get rolling, it's going to be harder and harder to turn off. It seems to me that legislatures in general are looking for ways so to stop taxes increasing. These students are normally our students, and it seems to me we should do something now with our own people to try to prevent further growth in Sharon of a competitive university. I also think we ought to try to straighten out between Akron, Kent and ourselves sort of a domain that we each feed from, but that's--I'm not talking about the Salem and Warren branches. I am very, very hopeful that the Senate and the administration and the faculty will all cooperate in this matter to prevent the rising tension that's going to try this campus when we start negotiations next fall.

DR. LARGENT: Could I ask a question?

DR. BEHEN: Surely.

DR. LARGENT: Why don't you include as part of your resolution, change the name of the University? I think Dr. Coffelt hinted at this in his meeting with us in September.

DR. CURRAN: I would like to point out, I don't feel I have any lock on the answer to this problem. I put in that resolution as a minimum, but I think that we've got to--it's so obvious--that we ought to at least do these. I'm not trying to tie anybody's hands if they have any more ideas. In fact, I think we ought to have a committee appointed, really, eventually, to look this thing over. Eventually--like next week.

DR. RICHLEY: If the Senate cannot agree as to whether the first five items are being done or are not being done, I'm sure that we can all agree that not enough is being done. I personally, and on behalf of the members of my department, would strongly support the resolution; and I urge Senate approval.

MR. ELLIS? I would like to hear proposition Number 7 again. I don't think I heard it clearly. Would you read it once more?

DR. CURRAN: I don't want to be funny. There wasn't a 7. Six is the one, I believe, we are talking about. I propose that we go to our own legislators in the Ohio House and Senate and propose to them that they allow residents of Pennsylvania to attend our University without paying out-of-state fees. These students have been, I think you can make a case--particularly for this section which is only 14 miles away from us, which has been a natural field for Youngstown State--It has been their natural university. My proposal would be that if Pennsylvania would agree to subsidize these students at the same rate that Ohio subsidizes our own in-state students that we would then have removed one barrier to these students coming here. I believe that--many of the students have told me at least--that this out-of-state thing is starting to really hurt them.

MR. ELLIS: Well, that's what I thought you said. What about Pennsylvania schools that may be hurting for students? How will they appreciate this? The State of Pennsylvania subsidizing people to go out of state?

DR. CURRAN: I'm not particularly worried about how the schools in Pennsylvania feel about it. That's their problem. I think we have a problem and we should propose it. If they were to oppose us or if our own legislators don't want to go through with it, fine; but I say let's do something about this situation which has got us in a bind.

DR. RICHLEY: With regard to point Number 6, if I'm not badly mistaken, I suppose that we can check the Board of Regents minutes on this, there is a school, it may be a small Technical & Community college, whatever it might be--in Portsmouth, Portsmouth-on-the-River, that has the very same problem that we have. If I'm not mistaken, they've approached the Board of Regents on the same problem, and I think they received consideration. This is something perhaps we can pursue and I made the point so that it's recorded in the minutes for someone to pursue.

MR. LIVOSKY: I think also that the law says that the State University may charge out-of-state fees. It doesn't have to by virtue of the Board of Regents or by virtue of anything else. I think that this is one of the first things that we could do without the legislature doing it, but I don't know if we would want to lose the out-of-state income at the expense of the in-state people who obviously would have to be raised.

DR. BEHEN: Further comment or discussion? Call for the question. This is the question on the approval of the resolution. All in favor, "Aye," and opposed to the contrary? The motion is carried.

Is there further new business to come before this meeting? If not, can someone think of another appropriate motion? Thank you.

Meeting adjourned: 4:45 p.m.