



A G E N D A

Meeting of
BOARD OF GOVERNORS
of Youngstown College

Monday, March 21, 1938, at noon, the Youngstown Club

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- I. Election of Officers for School Year, 1938-1939
- II. Projects Approved by Executive Committee
- III. Enrollment Report
- IV. Financial Report
- V. Letter and Statement of Dr. McNutt
- VI. English Course for Employees of General Fireproofing Company
- VII. Expansion Policy
- VIII. Health Insurance Policy
- IX. Summer School for Faculty Members
- X. Tenure of Faculty Members

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Monday, March 21, 1938, at noon, the Youngstown Club

I. Election of Officers for School Year, 1938-1939

A. Report of Nominating Committee, Franklin Powers, Chairman

II. Projects Approved by Executive Committee

A. Intercollegiate Football

1. Report of Athletic Committee, Mr. McKay, Chairman
2. Report on insurance for football team, Mr. Gayton

Football Schedule, 1938

September 15	*Geneva
September 24	Open
October 1	Open
October 7	St. Vincents
October 13	*John Carroll
October 22	Westminster
October 29	University of West Virginia
November 5	Open
November 11	*Clarion Teachers College
November 19	Detroit Tech

* Home games

Negotiations are now in progress with Western Reserve University for October 1 and with Mount Union College for November 5.

3. Financing of football

- a. Day school student fees
- b. Evening school student fees
- c. Westminster basketball game

B. Friends of Youngstown College Library Association

1. Report of Mr. Hag, President of Association

	Feb.24 1937	Feb.24 1938	Gain or Loss
Liberal Arts Day	323	396	▲73
Liberal Arts Evening	210	239	▲29
Business Administration	168	184	▲16
Law	33	44	▲11
	<u>734</u>	<u>863</u>	<u>▲129</u>
Business, Day	217	265	▲48
Business, Evening	203	156	-47
	<u>1154</u>	<u>1284</u>	<u>▲130</u>
Teachers		93	
		<u>1377</u>	
	Oct.5 1937	Feb.24 1938	Gain or Loss
Liberal Arts Day	400	396	- 4
Liberal Arts Evening	302	239	-63
Business Administration	271	184	-87
Law	50	44	- 6
	<u>1023</u>	<u>863</u>	<u>-160</u>
Business, Day	269	265	- 4
Business, Evening	225	156	-69
	<u>1517</u>	<u>1284</u>	<u>-233</u>
Teachers		93	
		<u>1377</u>	

IV. Financial Report

A financial report is attached.

V. Letter and Statement of Dr. McNutt

- A. See attached letter.
- B. Dr. McNutt's statement concerning our teacher training program.

VI. English Course for Employees of the General Fireproofing Company

We received a letter of appreciation from the employees of the General Fireproofing Company who were enrolled in a Business English Course. Mr. Chester Dickhaut taught the class.

VII. Expansion Policy

- A. Statement of Judge Bennett concerning the 416 Wick Avenue property.
- B. Need for more classrooms

The Board is asked to consider the following questions:

1. What should be the policy of Youngstown College in admitting students in September?

2. What should be our policy relative to our budgeted income and expenses for the next school year?

Every year to date we have been able to admit more students than the preceding year, and thus increase our income and budgeted expenses, but our physical capacity has now been reached and therefore new policies must be established.

VIII. Health Insurance Policy

Should the college be responsible for part of an insurance premium for health and accident insurance policies for the faculty and staff members? Since the salaries which our employees receive are small, it is extremely difficult for them to carry on during periods of illness. We have approximately 37 full time staff members. Assuming that twenty five to thirty of these men would be willing to purchase this form of insurance, should the college contribute one dollar each month for each person, toward the payment of their premium?

IX. Summer School for Faculty Members

Does the Board wish to continue its policy of sending away for the six week summer term, two faculty members for study and research?

X. Tenure of Faculty Members

The policy which the administration has been following in making additions to the college faculty is as follows: new faculty members are given a one year contract. This is subject to renewal, if, in the judgment of the administration, the faculty member is making the desired contributions to the objectives of the college. After the first year of probationary period, appointments are considered permanent, unless the administration has cause to question the character or efficiency of the instructor.

Does the Board feel that this policy should be continued?

C O P Y

January 6, 1938

Dr. Guy E. Snavely, Executive Secretary
Association of American Colleges
19 West 44th Street
New York, New York

Dear Dr. Snavely:

I write to commend to you Youngstown College, Youngstown, Ohio, an institution now applying for membership in the Association of American Colleges.

By virtue of my position as Director of Higher Education for the State of Ohio, I am in a favorable position to judge the effectiveness of any Ohio institution. I have inspected Youngstown College twice in recent months. I know its administrative and teaching staff, its library, laboratory facilities, and plant, hence am in position to give you more than a mere "curbstone" opinion.

The college is one of three or four in this state now making marked progress. It is located in a great industrial area served by no other institution. It commands the wholehearted respect and support of the community in which it is located. It is endeavoring to meet the educational needs of that community by an integration of the college with the industrial, business, social, and artistic life about it. It is not only a sound, going concern, it has a great future.

The administration is intelligent and progressive without being erratic. It takes no step without weighing all the evidences. It has shown itself consistently interested in the welfare of both staff and student body. Its objectives, immediate and remote, are professionally sound.

The teaching staff is, in the main, well-trained and effective. Under-trained individuals are pursuing definite curricula in reputable graduate schools, this with the moral and financial backing of the institution. As a staff, it is characterized by an attitude of self-criticism, a certain receptivity to suggestion, and a willingness to embark upon a program of self-improvement.

The library is small but usable. Having been built up in recent years, it is remarkably free from "dead wood". The administration is committed to a generous policy in replacement and new purchases. It is now adequate for the needs of the institution, and it is really used.

Page 2. Dr. Guy E. Snavely

The college is adequately housed, the laboratories well-equipped for undergraduate study. The plans for expansion are intelligent and in keeping with probable future needs.

The endowment feature is unsatisfactory. However, this is mitigated in a great measure by stable income from Y.M.C.A. sources, and by the generosity of business and industrial interests in Youngstown. In any event, the institution has shown itself financially competent, for it came through the recent depression without a deficit, and it was one of the first to grant its staff merited advances.

I cordially commend the institution to your Association as one of the more vigorous and growing institutions of Ohio.

Sincerely

Franklin H. McHutt, Director
Division of Higher Education and
Certification

FHM:N:MF

YOUNGSTOWN COLLEGE

COMPARATIVE STATEMENT OF BUDGETS AND ACTUALS

FEBRUARY, 1938

	<u>Budget</u> <u>Income</u>	<u>Actual</u> <u>Income</u>	<u>Budget</u> <u>Expense</u>	<u>Actual</u> <u>Expense</u>	<u>Budget</u> <u>Surplus or Deficit</u>	<u>Actual</u> <u>Surplus or Deficit</u>
Youngstown College Administration	\$ 1,150.00	\$ 1,554.21	\$ 4,252.25	\$ 4,155.05	\$ 3,102.25	\$ 2,600.84
College of Liberal Arts	18,100.00	21,000.56	6,665.00	5,658.57	11,435.00	15,341.99
" " Business Administration	3,000.00	3,871.85	660.00	557.19	2,340.00	3,314.66
" " Law	150.00	76.00	345.00	251.75	195.00	175.75
Business School	<u>4,000.00</u>	<u>4,605.20</u>	<u>1,744.00</u>	<u>1,246.02</u>	<u>2,256.00</u>	<u>3,359.18</u>
	26,400.00	31,107.82	13,666.25	11,868.58	12,733.75	19,239.24

COMPARATIVE STATEMENT OF BUDGETS AND ACTUALS

JULY 1, 1937 - MARCH 1st, 1938.

	<u>Budget</u> <u>Income</u>	<u>Actual</u> <u>Income</u>	<u>Budget</u> <u>Expense</u>	<u>Actual</u> <u>Expense</u>	<u>Budget</u> <u>Surplus or Deficit</u>	<u>Actual</u> <u>Surplus or Deficit</u>
Youngstown College Administration	\$ 5,505.00	\$ 6,204.14	\$30,207.96	\$30,356.40	\$24,702.96	\$24,152.26
College of Liberal Arts	53,350.00	66,416.24	39,230.00	40,442.89	24,120.00	25,973.35
" " Business Administration	6,200.00	11,710.20	3,735.00	3,395.94	2,465.00	8,314.26
" " Law	3,600.00	3,962.00	2,385.00	2,404.65	1,215.00	1,557.35
Business School	<u>28,230.00</u>	<u>29,085.75</u>	<u>13,835.00</u>	<u>12,210.85</u>	<u>14,395.00</u>	<u>16,874.90</u>
	106,885.00	117,378.33	89,392.96	88,810.73	17,492.04	28,567.60

(Signed) Charlotte E. Getchey,
Auditor