

MINUTES  
Board of Trustees Meeting  
May 25, 1964

A regularly scheduled meeting of the Board of Trustees of Edinboro State College was held in the Board Room of Normal Hall, Meadville Street, Edinboro, Pennsylvania, on May 25, 1964, beginning at 2:30 p.m. It was called to order by the President, Mr. Wesley Reitze.

The following members were present: Mr. Wesley Reitze, Mrs. Jane Conaway, Mr. Max Gabreski, Mr. Forest Hopkins, Mrs. Susan McComb, Dr. Hugh O'Hare, and Mr. Hyman Roseman.

It was voted, on motion of Mrs. Conaway, seconded by Mr. Gabreski, that the minutes of the meeting held February 29, 1964, be approved as submitted by the secretary to each member of the Board.

Mr. Reitze asked Dr. Miller to act as temporary chairman for the election of Board officers for the coming year.

It was voted, on motion of Mr. Roseman, seconded by Mr. Hopkins, that Mr. Reitze be nominated for the Office of President of the Board.

On motion of Mrs. Conaway, seconded by Dr. O'Hare, the Board voted to close the nominations for the Office of President of the Board and instructed the Secretary to cast a unanimous vote for Mr. Reitze.

Mr. Hopkins moved that Mr. Roseman be nominated for the Office of Vice-President and Mr. Reitze seconded the nomination.

On motion of Dr. O'Hare, seconded by Mr. Gabreski, the Board voted to close nominations for the Office of Vice-President of the Board and instructed the Secretary to cast a unanimous vote for Mr. Roseman.

Mr. Reitze moved that Mrs. Koon be nominated for Secretary to the Board of Trustees and Mrs. Conaway seconded the motion.

On motion of Mr. Roseman, seconded by Mr. Gabreski, the Board voted to close nominations for the Office of Secretary to the Board and instructed the secretary to cast a unanimous vote for Mrs. Koon.

President Reitze called for comments concerning the possibility of honoring past Board members by presenting them with a certificate of service and inviting them to a luncheon. After considerable discussion, Mr. Reitze requested Dr. Miller to present a list of past board members who are still living and the matter will be considered at the next meeting of the Board.

A plaque honoring Mr. Rose for his long association with the College and Board of Trustees has been procured and will be presented to Mr. Rose at the summer meeting of the Board.

The following requests for refunds as shown by the records of the Bursar were recommended by the President and Business Manager for review and action by the Board of Trustees:

Pauline Ahlberg	\$ 60.00	Howard Irons	\$ 30.00
Elizabeth Bonner	60.00	William Keene	48.58
Olga Fekeshazy	143.44	Karen Peterson	71.50
		Carol Wilson	18.00

It was voted, on motion of Mr. Gabreski, seconded by Dr. O'Hare, that the refunds as listed above be granted in accordance with the regulations for repayment.

It was voted, on motion of Mrs. McComb, seconded by Mrs. Conaway, that the bills for the months of February, March, and April 1964 be approved as certified by the Business Manager to be correct to the best of his knowledge.

It was voted, on motion of Mrs. Conaway, seconded by Dr. O'Hare, that the Board accept the resignations of the following faculty members:

Mr. Lawrence Appel - Student Personnel Services  
Mrs. Brooke Bishop - Campus School & Education  
Dr. Gwendolyn Bowne - Philosophy  
Mr. James L. Cowan - Special Education  
Mr. Robert Falkewitz - English  
Mr. Patrick Faulkner - Social Studies  
Mr. Hugh Gardner - English  
Mr. Albert Jones - Education  
Mr. Robert Kent - English  
Mrs. Barbara Kent - Foreign Language  
Mrs. Patricia Ptasick - Campus School  
Miss Dorothy Shontz - Campus School

It was voted, on motion of Dr. O'Hare, seconded by Mr. Roseman, upon the recommendation of Dr. Miller, that the Board approve the appointment of the following faculty members beginning September 1, 1964:

Dr. Ephraim B. Everitt - Professor - \$9,260 - English  
Mr. Paul Martinson - Assist. Prof. - \$7,610 - Philosophy  
Mr. Matti Moosa - Assist. Prof. - \$7,610 - Social Studies  
Dr. Ralph L. Thomas - Professor - \$9,260 - Social Studies (Economics)  
Mr. Richard Uhleman - Assist. Prof. - \$7,610 - Educ. & Principal of C. School  
Mr. Royce E. Walters - Instructor - \$6,910 - Social Studies  
Mr. James R. MacCluskie - Instructor - \$6,580 - Education  
Mr. Richard Weimer - Instructor - \$6,280 - Mathematics  
Mr. Robert A. Keenan - Instructor - \$6,910 - Special Education  
Mr. Richard J. Gromen - Assist. Prof. - \$6,580 - Social Studies

It was voted, on motion of Mr. Roseman, seconded by Mr. Hopkins, upon the recommendation of Dr. Miller and the Promotions Committee that the following faculty members be given promotions according to their earned classification. These promotions are to take affect September 1, 1964.

Promotion from Instructor to Assistant Professor:

Mr. Lee Forrest - Art Department  
Mrs. Ada Kuhns - English Department  
Mr. Daniel Overheim - Science Department (upon receipt of four semester hours of work completed)  
Mr. C. Richard Wick - Psychology Department

Promotion from Assistant Professor to Associate Professor:

Dr. Samuel Bowne - Science Department  
Dr. Thomas Come - Science Department  
Dr. Donald Washburn - English Department

Promotion from Associate Professor to Professor:

Dr. Ralph Ackerman - Psychology Department  
Dr. Robert Connors - Education Department  
Dr. Joseph Francello - Social Studies Department  
Dr. Leo Roland - Office of the Dean of Instruction. To become active member of Education Department.

The Board noted that Dr. Miller is at the top step of the present State College Presidents pay range. It was voted, on motion of Mrs. Conaway, seconded by Mr. Roseman, that the following resolution be sent to the Department of Public Instruction:

BE IT RESOLVED THAT the Board of Trustees of Edinboro State College unanimously recommends that in view of the fine work and capable administration which Dr. Miller has rendered to Edinboro, that the Board express its very real concern about the fact that the salary pay range should be increased for State College Presidents in order that it may be possible to retain such fine service, rather than have other states or organizations attract Pennsylvania's high quality employees.

BE IT FURTHER RESOLVED THAT the Board of Trustees recommends that Dr. Miller be given an increment above his present Step G on Pay Range 42 of the Compensation Plan at the earliest possible time.

The possibility that Dr. Joseph Nemeth of the faculty may want a leave-of-absence without pay for one, and possibly two years, was discussed. Dr. Nemeth may be chosen to head up a Research Project in New Castle. Since this is only tentative and also because it will mean that a replacement will have to be found if this is to be approved, the Board decided to ask Dr. Miller and the Administrative Council to make a recommendation at the next Board Meeting.

It was voted, on motion of Mr. Roseman, seconded by Mrs. McComb, that the Board adopt the following uniform policy of employment and dismissal for the faculty at Edinboro with the amendment as indicated in the statement:

#### EDINBORO STATE COLLEGE

#### A UNIFORM POLICY OF EMPLOYMENT AND DISMISSAL FOR THE FACULTY

This policy is based on a mutual understanding existing among the Faculty Association of the Teachers Colleges in Pennsylvania, the Presidents and Boards of Trustees of the State Teachers Colleges, and the Superintendent of Public Instruction.

1. The procedure described in this statement of policy shall apply to all full-time faculty members classified as assistant professor or higher.

#### Appointment

2. There shall be a uniform system of employing of members of the faculties of the State Teachers Colleges for the regular college year of 36 weeks, September to May, inclusive. The precise terms and conditions of appointment shall be in writing and copies be in the possession of faculty members employed and the President of the College.

#### Employment of New Faculty Members

3. On appointment, a new faculty member shall be informed that after the probationary period of three years he may be eligible for continuous employment. Upon accepting a position (unless specified as temporary and/or for less than a period of one academic year) the faculty member shall receive an appointment for one year, which may be renewed for the remainder of the three-year probationary period.

AMENDMENT: By special permission of the Board of Trustees, individual cases may be continued on a yearly basis for a probationary period not to exceed five years. Any such case must come before the Board for special consideration.

4. During this probationary period, the President of the College shall inform the faculty member sixty (60) days before the end of the college year whether his services will be required for the following academic year, September to May, inclusive. The faculty member shall indicate in writing his acceptance of rejection of the appointment within ten (10) days.

5. If the college administration does not desire to place a faculty member under continuous employment, the administration shall so notify the faculty member at least sixty (60) days before the end of the third academic year of this employment, provided the President of the College may set specific requirements to be met by the faculty member on a yearly basis, subject to review at the end of each semester. Such continuance of year to year employment shall not exceed two years over and beyond the three year probationary period.

#### Continuous Employment

6. After the expiration of a probationary period of three (3) years, a faculty member may have continuous employment, subject to the retirement policy of the college. At the end of five (5) years of service, the college either employs the faculty member on a continuous basis or employment will be automatically terminated.

7. The only valid cause for termination of his services shall be physical disability, emotional instability, immorality, incompetency, insobriety, willful and persistent neglect of duty, or participation in treasonable activities.

8. Should reduced needs of the institution, curricula, changes, and/or financial exigency make it necessary to dispense with the services of a faculty member, he shall be granted leave-of-absence without pay.

9. No new appointments in a specific area shall be made while there are personnel on leave-of-absence available for reappointment and reinstated faculty members shall return with no reduction in rank or salary.

#### Procedure for Termination of Services for Those in Continuous Employment

Those having continuous employment status may be dismissed for the causes enumerated before by following this procedure:

10. The faculty member shall be notified in writing by the President of the College that his services are not satisfactory, specifying the areas of shortcomings. He shall be given ten (10) days to reply and an ample opportunity to correct his deficiencies. In case a faculty member is alleged to have engaged in immoral or treasonable practice, he shall be suspended from all duties at once. Similarly, a faculty member who is certified by a competent medical authority to be suffering from mental aberration or serious physical disability may be immediately relieved of his duties.

11. If, after the faculty member has had the opportunity to reply and correct the alleged causes of complaint, the President of the College is still of the same opinion, the President shall notify the faculty member by registered letter that he intends within thirty (30) days to recommend to the Board of Trustees termination of employment.

12. If the faculty member wishes to contest this action, he may request by registered mail, a formal hearing before the Board of Trustees. A stenographic record shall be made of the hearing, a copy of which shall be given to the faculty member involved.

13. The faculty member may appeal from the ruling of the Board of Trustees to the Superintendent of Public Instruction for a review and recommendation.

14. If, after receiving the recommendation of the Superintendent of Public Instruction, the Board of Trustees still desire to terminate the employment of the faculty member, the faculty member shall be informed by registered letter that his services will be terminated at the end of the second semester of the college year of four months from the date of the decision, whichever is greater except in cases where the charges of immorality or treason is upheld. In these cases, the staff member shall be dismissed immediately.

Procedure for Termination of Services of Those Accepting Another Position

15. A faculty member who accepts another position shall present his resignation to the President of the College at least ninety (90) days before the beginning of the new academic year.

16. This policy shall become effective, when recommended by the President of each State Teachers College and approved by the Boards of Trustees and the State Superintendent, not earlier than September, 1960. It may be approved for a trial period of not less than three (3) years, after which time the policy will be reviewed by an appropriate committee of the Board of Presidents, who shall then make proper recommendations to the Boards of Trustees and the Superintendent of Public Instruction.

It was voted, on motion of Mr. Roseman, seconded by Mrs. Conaway, that the Board of Trustees authorize the President or Business Manager to make purchases under Section 1311 of Act 248 of the Administrative Code.

It was voted, on motion of Mr. Hopkins, seconded by Mr. Gabreski, that the Board encourage Dr. Miller to do whatever can be done to coordinate a nursing education program at Edinboro and further appointed Dr. O'Hare to represent the Board at meetings which may be held concerning the prospective nursing program at Edinboro.

It was voted, on motion of Mr. Hopkins, seconded by Dr. O'Hare, that the Board approve the action taken by Edinboro State College Student Services, Incorporated, to purchase approximately seven acres south of Darrow Road and further to lease a portion of said land to the Wessix Corporation for the purpose of building dormitory facilities to be used by students of Edinboro State College.

It was voted, on motion of Mr. Gabreski, seconded by Mr. Hopkins, to authorize Dr. Miller to write a statement to Dr. Long requesting Dr. Long to participate in a tour for the geographical study of the Soviet Union, inasmuch as Dr. Long will be teaching a course in the Geography of the Soviet Union during the fall semester of the 1964-65 college year.

It was voted, on motion of Mr. Hopkins, seconded by Mr. Roseman, that Dr. Thomas R. Miller be granted a Sabbatical leave-of-absence with pay for a period of four and one-half months for study and travel. This leave will, in all probability, be taken in two parts - 6 to 8 weeks being used in February, March and April of 1965 in study and travel in South Western United States and possibly Mexico and 2 to 3 months during June, July, and August of 1965 in study and travel in Europe.

The meeting adjourned at 4:30 p.m.

Respectfully submitted,

*Marjorie G. Koon*

(Mrs.) Marjorie G. Koon  
Secretary to the Board of Trustees