

No

MINUTES
Board of Trustees Meeting
February 29, 1964

A meeting of the Board of Trustees of Edinboro State College was held in the Board Room of Normal Hall, Meadville Street, Edinboro, Pennsylvania, on February 29, 1964, beginning at 10:30 a.m. It was called to order by the President, Mr. Wesley Reitze.

The following members were present: Mr. Wesley Reitze, Mr. Max P. Gabreski, Mr. F. W. Hopkins, Mrs. Susan B. McComb, and Dr. Hugh O'Hare.

It was voted, on motion of Mr. Hopkins, seconded by Mr. Gabreski, that the minutes of the meeting held November 23, 1963, be approved as submitted by the secretary to each member 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:

Susan Rankin Baker	\$127.34	Mary Mandeville	\$ 55.73
Patricia Cooney	62.50	Lawrence Pardo	81.00
Joyce Dugan	43.47	Jacquelyn Stover	255.04
Joseph Furko	25.00	Karen Tibolt	33.25
Bonnie Jackson	406.98	John C. Wagner	111.04

It was voted, on motion of Mrs. McComb, seconded by Mr. Hopkins, that the refunds as listed above be granted in accordance with the regulations for repayment.

It was voted, on motion of Mr. Hopkins, seconded by Mr. Gabreski, that the bills for the months of November and December 1963 and January 1964 be approved as certified by the Business Manager to be correct to the best of his knowledge.

It was voted, on motion of Mr. Hopkins, seconded by Dr. O'Hare, that the following leaves of absence without pay be granted in order that faculty may advance their education. It is understood that a satisfactory substitute must be found if the leave is to be granted.

Charles Glendinning - second semester 1964-65
Daniel Goldthwaite - 1964-65 college year

It was voted, on motion of Mr. Hopkins, seconded by Dr. O'Hare, upon the recommendation of Dr. Miller, that the Board approve the appointment of the following faculty members beginning second semester 1963-64:

Mr. James Dronsfield - Administration - Temp. Instr. - \$5,960
Mrs. Dorothy Hand - Library - Temp. P. T. Instr. - \$213.00 bi weekly
Mr. Albert Jones - Education - Assist. Professor - \$7,610
Mrs. Ada Kuhns - English - Temp. Instr. - \$2,980 for 2nd semester only
Miss Rebecca Manship - Assist. to Dean of Women - Temp. Instr. - \$6,260

Dr. O'Hare, Chairman of the Building Names Committee, gave the following report:

The Committee met on 16 February 1964, Edinboro State College, with President Thomas Miller and Mr. Wesley Reitze, President of the Board of Trustees. The group consisted of Mrs. McComb, Mr. Hopkins and Dr. O'Hare. As this meeting was conducted informally no verbatim notes were kept and this report is in place of formal notes.

First, a general discussion as to names of buildings was initiated at the conference. Much helpful advice was given by Dr. Miller and Mr. Reitze. It was brought out that there has been no definite pattern formulated for furnishing names of buildings and because of changing conditions at the time new buildings will be constructed and possibly change of members in the Trustee personnel, it was decided that no such plan should be offered at this time. However, names were selected because the impact of individuals, who in the past, have lent their effort to bring Edinboro to its present high educational standards, that their names should be perpetuated and these would include prominent Alumni, members of the Board of Trustees, College Presidents, members of the faculty and friends of Edinboro State College. Two ancillary buildings, vital in maintaining smooth operation of educational buildings, were left unnamed. Mrs. McComb, because of her longer association with the College, helped fill in the background for the names selected and Mr. Hopkins was instrumental in editing the titles which are brought to you as suggestions and are as follows:

Two Science Buildings, the larger to be named "Cooper Science Hall", the smaller building, to be named in the future
There were four dormitories to be named immediately and the suggested names are: "Ned Dearborn Hall - Will Rose Hall - John Earp Hall, and Raymond ~~Shafer~~ Hall".^① ^③ ^②
The Athletic Field was unaimously acclaimed to be caeled the "Sox Harrison Field".
The Infirmary--to be named the "Ghering Infirmary", because of the long association with the College and medicine by this family.
The Research and Learning Center is to be called "The Doctor Thomas R. Miller Research Center".
The Laundry, Maintenance and Electrical Distribution Stations will remain unnamed.

As there are future buildings projected for the campus, Dr. Miller was asked to compile a list of several names after contacting the Alumni Association. There are also College Presidents and faculty members whose names could be perpetuated by naming buildings because of their great interest and dedicated work to Edinboro State College.

There are other areas to name, such as streets, lanes, streams and ponds, which Mr. Hopkins thought should be carried on in a Scotch motif and suggested that possibly the thoroughfares could follow the names of the Scotch Clans.

The report on the establishment of a promotions committee and the rules under which it would operate as adopted by the faculty at its February 25, 1964, meeting was presented to the Board of Trustees. After careful consideration, it was voted, on motion of Mr. Gabreski, seconded by Mr. Hopkins, that the following resolution be adopted:

BE IT RESOLVED that the policy on promotions as approved by the faculty be accepted provisionally for a one year period. If the policy is implemented so that it is acceptable to faculty, administration, and the Board of Trustees, it will be continued for two additional years. At the end of the third year, the entire policy will be reviewed and final action will be taken by the Board of Trustees.

The statement as accepted follows.

Purpose

The Promotions Committee of Edinboro State College shall serve as an advisory body on matters of promotion. Its major duties will be to review the applications of members of the Faculty who are applying for promotion in rank.

Composition of the Committee

The Committee shall consist of the President of the College, the Dean of Instruction, the Department Head or immediate superior of the staff member being considered for promotion, and three faculty members holding the rank of professor. If a professor elected to the Promotion Committee is also serving as a Head of Department, when a member of said department is being considered for promotion, this member of the Committee should be considered to be serving in a dual capacity: as an elected member of the Committee and as a Department Head. The three faculty representatives shall be elected by ballot in February, 1964, and in subsequent years as scheduled below:

Members of the Committee elected in 1964 shall serve as follows: one member's term shall expire in January 1967; a second member's in January 1966; third member's 1965. Beginning in 1965 and at subsequent elections, members of the Committee shall be elected for terms of three years with no committee member being eligible to serve for over two succeeding terms.

The Promotions Committee shall select its own chairman at the beginning of the second semester of each academic year.

Procedure for Promotion

The staff member who wishes to be considered for promotion shall secure from the Dean of Instruction's Office two application forms. One shall be presented with any supporting data required, to the Committee chairman and the other with its supporting data shall be presented to his Department Head or the candidate's immediate superior, not later than the beginning of the second semester of each academic year.

Candidates for promotion who anticipate a strengthening of their qualifications resulting from study during the second semester or the summer session should file their application forms and supporting data as indicated above, between March 15th and May 1st. The Committee will consider these applications and determine the conditions for recommendation for promotion.

The Promotions Committee shall inform the applicant in writing of the recommendation made by the Committee.

If the candidate is dissatisfied with the action of the Committee, he may ask for reconsideration.

Staff members may not be advanced in rank until they have satisfactorily met all requirements for promotion and a period of not less than three years shall elapse before a faculty member may be granted a second advance in rank.

Promotion to the next higher rank at any time, however, may be recommended where special needs of the College exist and exceptional competencies are required.

Criteria for Promotion

Instructor to ASSISTANT PROFESSOR

Legal requirements - Master's Degree plus 10 hours of Graduate Credit
Four years of teaching experience

- A. Character and personality - integrity in thought, word and action; courage, tact, enthusiasm, and a sense of humor; attractiveness in appearance and manner; a high sense of professional responsibility.
- B. Teaching Ability - preparation in instruction, organization of instruction, quality of classroom presentations, skills in directing discussion, utilization of teaching resources, ability to arouse student interest and to challenge students to the best work they are capable of doing.
- C. Capacity for growth - evidence of the ability to accept new ideas, and to profit from the experience of others; an enthusiasm for teaching and learning, and a desire to excel in his chosen profession.

Assistant Professor to ASSOCIATE PROFESSOR

Legal requirements - Earned Doctorate in the field of instruction or 70 hours of Graduate Credit
Five years of teaching experience

Qualification for those possessing a doctorate.

- A. Character and personality - integrity in thought, word and action; courage, tact, enthusiasm, and a sense of humor; attractiveness in appearance and manner; a high sense of professional responsibility.
- B. Teaching Ability - preparation in instruction, organization of instruction, quality of classroom lectures, skill in directing discussions, utilization of learning resources, ability to arouse student interest and to challenge students to the best work they are capable of doing.
- C. Professional growth - as evidenced by active participation in one or more of the following areas; pursuit of graduate study, independent study and research, personal creative contributions, publications, membership and participation, on a national level, in professional and scholarly associations.
- D. General educational activity - a willingness to assume responsibility for participating in college activities and to work constructively within them; an acceptance and fulfillment of educational responsibilities outside the classroom; identification with community movements of a genuinely educational character.
- E. Professional and civic interest - as evidenced by participation in one or more of the following: participation in committee and workshop studies, public school services, participation in community life, interest in educational and public affairs.

Qualification for those with 70 hours of graduate work:

- A. At least 70 hours of approved and appropriate graduate work.
- B. Seven to ten years teaching experience in the institution of his present employment.
- C. Character and personality - integrity in thought, word, and action; courage, tact, enthusiasm, and a sense of humor; attractiveness in appearance and manner; a high sense of professional responsibility.
- D. Teaching ability - preparation in instruction, organization of instruction, quality of classroom lectures, skill in directing discussion, utilization of learning resources, ability to arouse student interest and to challenge students to the best work they are capable of doing.
- E. Professional growth - as evidenced by participation in one or more of the following areas: pursuit of graduate study, independent study and research, personal creative contributions, publications, membership and participation, on a national level, in professional and scholarly associations.
- F. General educational activity - a willingness to assume responsibility for participating in college activities and to work constructively within them; an acceptance and fulfillment of educational responsibilities outside the classroom; identification with community movements of a genuinely educational character.
- G. Professional and civic interest - as evidenced by active participation in one or more of the following areas; participation in committee and workshop studies, public school services, participation in community life, interest in educational and public affairs.
- H. Seniority - number of years of distinguished service to the college.

Associate Professor to PROFESSOR

Legal requirements - Earned Doctorate. Seven years teaching experience.

- A. Character and personality - integrity in thought, word and action; courage, tact, enthusiasm, and a sense of humor; attractiveness in appearance and manner; a high sense of professional responsibility.
- B. Teaching Ability - preparation in instruction, organization of instruction, quality of classroom lectures, skill in directing discussions, utilization of learning resources, ability to arouse student interest and to challenge students to the best work they are capable of doing.
- C. Professional growth - as evidenced by active participation in one or more of the following areas: pursuit of graduate study, independent study and research, personal creative contributions, publications, membership and participation, on national levels, in professional and scholarly associations.

- D. General educational activity - a willingness to assume responsibility for participating in college activities and to work constructively within them; an acceptance and fulfillment of educational responsibilities outside the classroom; identification with community movements of a genuinely educational character.
- E. Professional and civic interest - as evidenced by participation in one or more of the following: participation in committee and workshop studies, public school services, participation in community life, interest in educational and public affairs.
- F. Shall have a record of productive scholarship and other scholarly and professional activities which gives the staff member an established reputation within the profession.

Dr. Miller presented the following copies of memorandums sent to Dr. Miller by the present Interfraternity Council and a copy of his reply to these memorandums.

To: Dr. Thomas R. Miller
President, Edinboro State College

Via: Office of Student Personal Services

Whereas, the Board of Trustees of Edinboro State College, on November 23, 1963, have adopted a policy whereby they recognize the existence of four fraternities and four sororities on the Edinboro campus;

Whereas, several of these organizations have expressed a desire to affiliate themselves with a national organization;

Whereas, this group feels that such affiliation is beneficial to the welfare of the group and the school;

Whereas, no specific policy or plan of procedure for so affiliating has ever been officially designated by the school administration;

Be it therefore resolved that Edinboro State College adopt a policy for the affiliation of local chapters of fraternities to national organization including the following:

1. A fraternity and sorority may affiliate itself with any reputable national fraternity who meets the requirements for any organization at Edinboro State College and legal under the laws of the state of Pennsylvania.

2. An organization, upon so deciding to affiliate nationally, should submit, to the Office of Student Personal Services, required copies of the constitution of the national fraternity or sorority along with copies of the local chapter by-laws.

3. The Office of Student Personal Services should, within a reasonable period of time, rule as to whether or not that organization would be permitted to so affiliate itself with a national fraternity or sorority. Refusal of petition should include a statement upholding that Office's position.

Be it so moved by the Inter Fraternity Council of Edinboro State College on the fourth day of December, 1963.

To: Dr. Thomas R. Miller
President, Edinboro State College

Via: Office of Student Personal Services

Whereas, the Board of Trustees of Edinboro State College, on November 23, 1963, gave social fraternities the privilege to set up programs for the construction of fraternity houses;

Whereas, business carried on at the present Inter Fraternity Council meetings deals predominantly with the male fraternal organizations;

Whereas, the sororities have, at present, the Inter Sorority Council to handle business;

Be it therefore resolved that the administration of Edinboro State College adopt a policy for the four social fraternities to be represented in a strict male fraternal council to deal specifically with problems of fraternities. The council would be made up of the following;

1. The presidents and advisors of each of the four fraternities.
2. The dean of men, to preside over the council.

Be it so moved by the Inter Fraternity Council of Edinboro State College on the fourth day of December, 1963.

To: Dr. Thomas R. Miller
President, Edinboro State College

Via: Office of Student Personal Services

Whereas, there has been some confusion concerning the respective grade averages for admittance to service, social and honorary fraternities;

Whereas, it seems to be a complete mystery as to who does set the grade averages for these respective organizations;

Be it therefore resolved that the administration of Edinboro State College adopt a policy concerning the grade average for admittance to service, social and honorary fraternities.

These standards would be used for all such organizations.

Be it so moved by the Inter Fraternity Council of Edinboro State College on the fourth day of December, 1963.

From the President

To: President of Inter Fraternity Council

Date: January 23, 1964

The three resolutions of Inter Fraternity Council passed at their meeting December 4, 1963, came to Dr. Cornell's Office sometime after January 6, 1964, and were transmitted to me by him. Therefore, my answer to you has been somewhat delayed.

Resolution 1 concerns a policy in regard to local fraternity affiliation with national organizations.

Resolution 2 as given to me concerns the establishment of a strictly male fraternal council to deal specifically with the problem of fraternities.

Resolution 3 concerns the grade average for admission to service, social and honorary fraternities.

Two types of problems, I believe, are involved in these resolutions. One and two deal with the organization of the four fraternities. Resolution three covers a much wider field and concerns itself with over-all college policy concerning service, social, and honorary fraternities. Since such policy is not within the province of the Inter Fraternity Council, I would believe that this recommendation should be transmitted only to Student Personnel Services as an informal recommendation from your group for their consideration.

Resolutions one and two, however, concern the implementation of policy concerning fraternities only and certainly deserve consideration in the establishment of policy concerning fraternities.

Actually resolution two may well be the key to both of your resolutions. So I would like to suggest:

1. That the four fraternities work out with Dr. Cornell, Mr. Harrison, and the entire Student Personnel Services Organization a statement as to the type of organization you would like to propose;
2. That you enclose with that a declaration of principles of action somewhat as developed by the national inter fraternity council, and,
3. That you affirm a statement of position on hazing and pre- initiation activities to which all the fraternities shall subscribe; and,
4. That you work out a constitution and by-laws for your proposed Inter Fraternity Council and other pertinent data necessary to the operation of such a Council.
5. You should also work out methods of dealing with organizations or individuals who violate these principles so that you set up policy and regulations under which it will be possible for the College and the Board of Trustees to approve your operation.

It would be my belief that such a set of working principles would go far toward improving the operation of your fraternities, and Inter Fraternity Council which you propose, and your relationships with the College,

With such an organization operating effectively under the guidance of Student Personnel Service, I would certainly recommend to the Board of Trustees that they give most serious consideration and probable approval to your first resolution.

Dr. Miller further stated that Dean Harrison was working with the fraternities to set up a policy as recommended in the above memorandum.

It was voted, on motion of Mr. Hopkins, seconded by Mr. Gabreski, to accept Dr. Miller's report and the Board concurred with Dr. Miller's memorandum.

It was voted, on motion of Dr. O'Hare, seconded by Mr. Gabreski, that the Board of Trustees add their approval for what Dr. Miller has written to Henry D. Harral, Secretary of Highways, concerning the improvement of Route 99 between McLane and Kearsarge.

It was voted, on motion of Mr. Hopkins, seconded by Dr. O'Hare, to allow Miss Jeanie B. Baine to take her last semester, which would normally be taken in residence, at a California College and to graduate from Edinboro because she has three and one-half years of work here. This is a special case and in no way sets a precedent.

It was voted, on motion of Dr. O'Hare, seconded by Mrs. McComb, that the following teacher education curriculum be adopted and used for freshmen entering September 1964:

THE TEACHER EDUCATION CURRICULUM

	Hours
I. General Education	60

All students shall be required to take at least 60 hours of course work under the heading of general Education.

Humanities

Eng. Comp. I & II	6
Fund. of Speech	3
Dev. Read. or 1 free elec..	2-3 ⁽¹⁾
General Lit. I & II	4
Intro. to Music	2
Intro. to Art	2
Intro. to Philosophy	3

22-20

Social Sciences

World Civ. I & II	6
Hist. of U.S. & Pa. II	3
World Geography	3
General Psych	3
American Gov't	3

18

Natural Sciences

A course in Math	3
Basic Biology I (lab)	3
Basic Phys. Sc. I (lab)	3
Phys. Sci. II, Biological Sci. II, or Earth-Space Science	3
Health	2

14

Composite for General Educ.

Humanities	22-20
Social Sciences	18
Natural Sciences	14
Electives	6-9

60-61

All students shall be required to elect two courses in General Education.

1. Developmental Reading will be required for students with College Board scores in the verbal area below 500. Students with verbal scores of 500 and above have a free elective.

II. Physical Education	2
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III. Education courses:

A. Common to all curriculums in teacher education 22

- Educ. American Society 3
- Educational Psychology 3
- Audio-Visual Education 2
- Student Teaching & Practicum 13
- General Instructional Techniques.. 1

22

B. Art Curriculum 4

- Methods in Art in El. Gr..... 2
- Methods in Art in Sec. Gr..... 3

Composite in Art:

- Gen. Ed.....60
- Phys. Ed..... 2
- Education26
- Art Major38
- Free Elective 2

128

C. Secondary Curriculum 5

- Methods in _____ 3
- Teaching Read. Sec. Sch..... $\frac{2}{5}$

Composite for Secondary:

- Gen. Ed.....60
- Phys. Ed..... 2
- Education27
- Major²⁴-40
- Free elective 0-15

128-129

D. Elementary Curriculum 15

Students are required to take 15 hours of educational methods including the Teaching of Reading.

This work will be in the areas of:

- Language Arts
- Arithmetic
- Science and Health
- Social Studies and Geography
- Art
- Music
- Reading

The course hour arrangement of these courses will be determined by the Education Department and other departments involved, with the Head of the Education Department serving as chairman.

Composite for Elementary:

Gen. Ed.....	60
Phys. Ed.....	2
Education	37
Academic concent...9-18	(beyond course in Gen. Ed.) ¹
Free electives....11-20	²

Electives:

¹ Must accumulate 18-24 hours for the Elementary Academic Concentration.

² No more than half of the elementary student's remaining 10-20 hours of electives may be chosen from any one department; thus he may add 5-10 hours to his major, and select 5-10 additional hours from some other department in which he has a special interest.

Dr. Miller announced that he had received word from Dr. George Hoffman, Deputy Superintendent of Public Instruction, that the Annual Meeting of the Association of Trustees of the Pennsylvania State Colleges will be held Thursday, April 16, 1964, at 9:30 a.m., at the Penn-Harris Motor Inn. The Penn-Harris Motor Inn is a new facility which will be opened the first of April and is located on the Camp Hill-Harrisburg Bypass and is reached by crossing the Harvey Taylor Bridge on the road to Camp Hill. It is located opposite the Blue Shield Building. The program is being arranged with the officers of the Association of Trustees. More information will be sent to the trustees as soon as it is received from Harrisburg.

It was voted, on motion of Mr. Hopkins, seconded by Mr. Gabreski, that the Board take the following position regarding private housing:

We encourage Mr. Harrison and his associates to build two thirty-two student private housing accommodation units and to allow members of fraternities to rent such units with the provision that Mr. Harrison and Dr. Miller work out details concerning regulations for the use of these facilities. This housing, however, being set up without common social rooms, common dining rooms, and a common kitchen, and without a social program shall not be considered fraternity housing.

The meeting adjourned at 12:05 p.m.

Respectfully submitted,

Marjorie G. Koon

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