

Riviera

TO: Faculty and College Administrators  
Faculty Advisors of Student Organizations  
Student Leaders

FROM: Dr. Earl F. Sykes

The attached statement of Policy and Procedure as Related to the Black Student Body at West Chester State College was developed as an outgrowth of conferences involving the official representatives of the Black Student Body at West Chester State College, their faculty advisors, trustees, administrative staff members and faculty for the purpose of clarifying policy and procedures as it applies to the areas of special concern to our Black Student Body. Both faculty and students are asked to study this document carefully and to do everything in their power individually and collectively to implement the policy and procedures outlined therein.

Any recommendations or ideas for improving the effectiveness of program or operations, policies or procedures as it relates to the Black Student Body should be channelled through the following persons:

John Simpson, Chairman of Black Student Body

CURRENT MEMBERS

Carol Moore  
Marvin Campbell  
Tony Plummer  
Claude Edny

SENIORS

John Simpson  
Diane Harris  
Ronald Blagman

JUNIORS

Wilhelmenia Murry  
Michael Gelmore  
Brenda Nichales

SOPHMORES

Natalie Martin  
James P. Watkins

FACULTY ADVISORS:

Dr. Walter Ridley  
Mr. Herbert Lee  
Mr. Philip Hoggard

POLICY AND PROCEDURE

AS RELATED TO

THE BLACK STUDENT BODY

AT

WEST CHESTER STATE COLLEGE

Earl F. Sykes

May 12, 1969

West Chester State College has over the past several years taken a number of positive steps to bring about sound and workable solutions to the many facets of the situation involving our black citizens, student and community alike. While the results have been encouraging, everyone holding leadership responsibilities at the College recognizes that there is much, much more that must be done.

In order to best achieve the goals desired by both whites and blacks, a Human Relations Council was established on the West Chester State College Campus over a year ago. This Council has representation from the Trustees, Administration, Faculty (both white & black), Students, (white & black), the College Chapter of the N.A.A.C.P., and the Community (school and lay). The College Human Relations Council has cooperated with the Pennsylvania Human Relations Commission, the Department of Public Instruction, the Philadelphia Fellowship Commission, and with a number of other local, state and national agencies in action programs designed to produce positive results in varied but related areas.

The following outline presents some of the functional areas of concern of the West Chester State College Human Relations Council.

A. Admissions of Students

1. Undergraduate
2. Graduate

B. Recruitment of Faculty

1. Faculty
2. Administration

C. Recruitment of Non-Instructional Personnel

1. On-the-job-training
2. Opportunities for advancement

D. Curriculum

1. Teaching about the History and contributions of all minority groups.
  - a. Required and elective courses:
    1. Sociology and Anthropology
    2. Economics and Political Science
    3. Humanities, Art and Music
    4. Problems of Elementary & Secondary Education



5. Special Education
  6. Urban Education
2. Careful use of textbooks and paperback books

E. Library

1. Books and periodicals regarding minority groups - history, contributions, biographies
2. Displays on contributions of minority groups.

F. Joint Conferences, Programs, Etc.

1. Cooperation with other colleges
2. Cooperation with other agencies
3. College programs

It will be noted that the above listing of areas of concern parallels the statement set forth by the Black Student Leadership at the April 22nd meeting. (see Appendix A) For that reason the Committee composed of the Official Representatives of the Black Student Body while remaining a separate entity will attend and participate in all meetings of the College Human Relations Council.

It should be noted that the College Human Relations Council, like many other special and/or working committees at West Chester serves in an advisory capacity. They commonly recommend both policy and procedure, however both determination and implementation of policy rest with the designated policy making and administrative agencies provided for in the framework of institutional governance.

Six official representatives of the Black Student Body of West Chester State College met with the College Human Relations Council at a special meeting held on Tuesday April 22nd. The entire meeting was devoted to a discussion and clarification of areas of concern presented by the Black Student Leadership. Most of the areas of action suggested by the black students were already matters of accepted college policy and administrative procedure, as for example utilization of black students in recruiting other black students for admission. This procedure was already being followed by Mr. Herbert Lee, Assistant to the Director of Admissions. Increased participation as suggested by the black students was accepted as both sound in principle and in procedure. Another recommendation submitted by the black students involved the preparation and effective dissemination of newspaper, radio, and TV releases regarding opportunities for black students at West Chester. It was agreed by all concerned that Mr. Lee and Dr. Houpt, Director of Public Relations would work with the black student committee in developing such releases.

Because of the character of the black situation and in order to insure effective communication it was agreed that the Black Student Committee will meet on a monthly basis with the college administration. Special meetings involving the two groups may be held at other times in case such is deemed essential. Provision for such meetings was incorporated in the statement presented at the April 22nd meeting and in the meeting of minds (agreement) arrived at, at that meeting.



It is also anticipated that black student representatives will be involved in developing varied cooperative relationships with Trustees, Faculty, and Students at Cheyney State College and at Lincoln University. See American Association of University Professors resolution: Appendix C.

On April 24th at the regularly scheduled Board of Trustees meeting, the Board approved the resolution recommended to them by the College Human Relations Council for consideration and appropriate action, namely:

- "1. We, (the official representatives of the Black Student Body) will meet with the administration at least once a month or whenever either facet deems it necessary."
- "2. We, (the Black Student Committee) will be a part in the formation of all policies and decisions that will affect our destiny at West Chester State College."

Thus under item #2, a policy decision affecting black students would neither be established nor implemented without the black student representatives having an opportunity to review and submit recommendations. In general, provision would be made for the black student representatives to participate in policy initiation and development where the direct interests of black students are involved. It should be noted that this provision is no different in principle than that which provides for both student and faculty involvement by way of the many councils and committees through which students and faculty participate in policy formulation and decision making. The only difference lies in the fact that the many ramifications of the black situation justifies a degree of special consideration when the interests of the black citizens of our College Community are involved.

In the area of admissions, black students are already involved in working with the Assistant to the Director of Admissions on means of utilizing black student representation in high school visitations as a means of relating to and of helping identify potential candidates for admission to West Chester. This program can readily be expanded through normal administrative procedure.

In the case of curriculum innovations related to meeting the needs of black students, the advisory committee of students will be utilized in making recommendations to and in working with the Curriculum Development Committee. Black students and their faculty advisors will, in short, have an advisory relationship in recommending curriculum changes through normal administrative channels to the President. If proposals are not approved through such channels, the right of appealing and of filing minority recommendations is an assured right and a procedure which is preserved for any group or individual not in agreement with the position or action taken by the majority.

Provisions are also being made for black student representation when cases involving black students are up for review by either a Disciplinary or an Academic Appeals Board.

From the standpoint of Placement, the Director and his staff are especially responsive to the career needs of seniors who are members of minority groups.

Direct liaison is maintained with the Campus Human Relations Council and with representatives of the Student N.A.A.C.P. and with the official representatives of the Black Student Body. An equal employment opportunities statement is a specific part of the stated policy of the Placement Office. The Placement Staff is especially alert to and scrutinizes carefully the hiring practices and applicant requirements of all potential employers.

The developments which followed the April 22nd meeting and which lead to the statement issued by the black students on Thursday, May 1st were basically the result of a breakdown in communications.

Staff (administration, if you wish) local and state and the black student leadership must both accept mutual responsibility for this breakdown.

Black student leadership following the special student assembly held on Friday, May 2nd and prior to the meeting with the Trustees, Administration, and Faculty on Sunday, May 4th, recognized that while there was a breakdown in communication by either Trustees or Administration. Therefore the official representatives of the Black Student Body in the statement which they submitted at the May 4th meeting completely withdrew the May 1st statement. (See Appendix C.)

From the start there has been a cooperative and open-minded position taken by both the Board of Trustees and by the Administration. This in combination with the same cooperative and open-minded spirit by the black student leadership will assure a positive and constructive program of action at West Chester State College, for there is no problem that cannot be resolved by persons or groups willing to apply the principles of intelligent and cooperative action.

EFS:dg



We, the committee representing the Black Student Body of West Chester State College, has convened for the following purposes:

1. To provide a body which can speak for the blacks of West Chester State College when consultation is desired.
2. To assure increased black enrollment here.
3. To integrate into West Chester State College the grand legacy of Black Culture.
4. To promote an active relationship with those neighboring institutions which have large black enrollments.

We, the committee representing the Black Student Body of West Chester State College, request that the Administration here accept the following policies:

1. We will meet with the administration at least once a month and whenever either facet deems it necessary.
2. We will be a part in the formation of all policies and decisions that will affect our destiny at West Chester State College.

#### RECRUITMENT

In order to enlighten the black community of the educational opportunities here at West Chester State College, we present the following plan:

- a. We may set up an officially recognized committee of recruiters, and allowed to visit whenever deemed necessary those schools whose enrollment is abundantly populated with black students.
- b. Utilization of mass communication in continuous efforts to attract black students to West Chester. eg.

Philadelphia and vicinity major and local papers.  
Bulletin, Tribune, Inquire, Courier, etc. National magazines  
Look, Ebony, Life, Jet, etc. Television & Radio Channel 12  
(Tell the West Chester Story) WDAS, WHAT, WFIL, etc.

- c. Utilization of guidance counselors. Build into publications to West Chester's Service Area the reality that West Chester is in earnest quest for black applicants.

If West Chester State College is to realize the fulfillment of the mandate handed down by the Department of Health and Welfare within the time so specified, it becomes urgent that the immediate acceptance of the above mentioned priorities be unavoidably adopted in mind, spirit, and favor, by everyone present and represented at this consortium.

Six official representatives of the Black Student Body of West Chester State College met with the College Human Relations Council at a special meeting held on Tuesday April 22nd. The entire meeting was devoted to a discussion clarification of areas of concern presented by the Black Student Leadership.

APPENDIX CONTINUED (A)  
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Most of the areas of action suggested by the black students were already matters of accepted college policy and administrative procedure, as for example utilization of black students in recruiting other black students for admission. This procedure was already being followed by Mr. Herbert Lee, Assistant to the Director of Admissions. Increased participation as suggested by the black students was accepted as both sound in principle and in procedure. Another recommendation submitted by the black students involved the preparation and effective dissemination of newspaper, radio, and TV releases regarding opportunities for black students at West Chester. It was agreed by all concerned that Mr. Lee and Dr. Houpt, Director of Public Relations would work with the Black Student Committee in developing such releases.

Because of the character of the black situation and in order to insure effective communication it was agreed that the Black Student Committee will meet on a monthly basis with the college administration. Special meetings may be held involving the two groups in cases such is deemed essential. Provision for such meetings was incorporated in the statement presented at the April 22nd meeting and in the meeting of minds (agreement) arrived at that meeting.

It is also anticipated that black student representatives will be involved in developing varied cooperative relationships with Trustees, Faculty, and Students at Cheyney State College and at Lincoln University. See American Association of University Professors resolution: Appendix C.



COPY

APPENDIX B  
April 14, 1969

Dr. Arnold Fletcher  
Dean  
Faculty and Academic Affairs  
West Chester State College  
West Chester, Pennsylvania 19380

Dear Dr. Fletcher:

The West Chester State College Chapter of the AAUP has asked me to send you copies of the following resolutions which were presented and accepted at the April 1 meeting:

In planning the program for future regularly scheduled faculty meetings at West Chester State College, the AAUP urges the dean and president to eliminate or greatly reduce the time given to outside speakers and formal programs. Instead, the time should be devoted to a forum type of discussion of local and internal issues and problems with administration, faculty senate, local AAUP, and local PSEA for Higher Education leaders acting as speakers on the program. The college calendar could set aside one day per semester for internal discussion with no classes being scheduled on that day.

and

RESOLVED: The West Chester State College Chapter of the American Association of University Professors urges the West Chester State College Board of Trustees and the Administration to initiate discussions with the Board of Trustees and the Administration of Cheyney State College for the purpose of further exploring potential areas of co-ordination and co-operation between the two institutions in planning for the future development of public higher education in southeastern Pennsylvania.

Sincerely yours,

Charlotte M. Good  
Secretary  
W.C.S.C. Chapter of AAUP



APPENDIX C

MATERIALS PREPARED BY THE OFFICIAL REPRESENTATIVES  
OF THE BLACK STUDENT BODY OF WEST CHESTER STATE COLLEGE

May 4, 1969

The Black Student Body of West Chester State College, in good faith, on April 22, 1969, presented a list of demands to a group which included: Trustees Administration, Faculty and members of the Human Relations Council. These demands were approved by all representatives listed above and were recommended for approval by the administration and to the Board of Trustees.

By April 24, 1969, the Board of Trustees and administrative heads of West Chester State College had approved, in full, the contents of our original documents. A true copy of a portion of the above mentioned document is herewith included. Also, it was accepted by all present on the 22nd of April, 1969, that the six officially elected representatives of the Black Student Body would serve as a clearing house to represent all black students in all matters. We quote from Point #2 of the enclosed segment of the document you adopted on April 24, 1969.

We will be a part in the formation of all policies  
and decisions that will affect our destiny at West  
Chester State College.

In the days after April 24, 1969, developments at the college and actions on the part of several representatives of various departments failed to adhere to the adopted policy quoted above.

This gave the Black Student Body the impression that good faith was not being followed by the Board of Trustees and the administration in reference to the adopted policy.

We, the committee representing the Black Student Body of West Chester State College, have convened for the following purpose:

1. To provide a body which can speak for the blacks of West Chester State College when consultation is desired.
2. To secure increased black enrollment here.
3. To integrate into West Chester State College the grand legacy of Black Culture.
4. To promote an active relationship with those neighboring institutions which have large black enrollments.

We, the committee representing the Black Student Body of West Chester State College, request that the Administration here accept the following policies:

1. We will meet with the administration at least once a month and whenever either facet deems it necessary.
2. We will be a part in the formation of all policies and decisions that affect our destiny at West Chester State College.

APPENDIX CONTINUED (C)  
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Thus, the decision was made, since the official representatives of the Black Student Body were apparently being ignored, that further action was necessary to protect our interests and to cause the college to realize the necessity to be obliged to honor the adopted policy toward our group. Therefore, additional demands were made on May 1, 1969. These demands were essentially designed to give our representatives service in all matters affecting our destinies. They were also intended to insure us of an opportunity for review in any matter.

To clarify #2, herewith enclosed and quoted above, we present the following examples, of the kinds of things that we believe black students should have a voice in:

The policies and program for admission of black students to West Chester State College.

The process of improving the integration of acceptable subject matter and curriculum materials.

The procedures, efforts, and policies in regard to adjustment policies of black students (This would include disciplinary actions, etc.)

Since May 1st, 1969, the Administration has been in touch with the original representatives of the Black Student Body and the President of the College has stated that there were some actions which could be interpreted as violations of our agreement of April 24, 1969. Also, he stated the intention of the college trustees and all of the college's officials and departments to more diligently follow the agreement of April 24, 1969 - especially #2.

Since these actions have transpired, again, in "good faith", the representatives of the Black Student Body accept their original statements as policies to be effected by the President of West Chester State College and all officers and representatives of the College. We request that the President of the College and the President of the Board of Trustees inform, in writing, all officers who have direct or indirect authority of duties in connection with these matters that these policies have been adopted and to urge them to follow this policy, so that we can amicably pursue the improvement of our college and the integration of black students into its various programs and activities.

Again, we express and confirm our deep conviction that there is need for the elected representatives of the Black Student Body to act as an official clearing house in regard to all actions at West Chester State College concerning the development, the establishment of, and the satisfaction of needs and values. To accomplish this end, the College and the Black Student Body must work together to achieve their highest aspirations and acceptance of each other.

THE BLACK STUDENT BODY

John Simpson, Chairman



APPENDIX D

FOR PRESS AND RADIO

The official representatives of the Black Student Body of West Chester State College in answer to the request of the Board of Trustees and Administration of West Chester State College met with representatives of the Administration, Board of Trustees, and faculty on May 4, 1969, and presented a review of events that have transpired since the presentation of their original list of policies on April 22, 1969.

Subsequent to the acceptance of the original request the representatives of the Black Student Body observed violation of the agreement upon policies and procedures by some college and state representatives. It was their decision to present these policies again and call for an announcement by the Board of Trustees and Administration to the entire college on Monday, May 5, 1969, at 12:30 P.M. that the agreement would faithfully followed.

In the meeting on May 4, 1969, the official representatives of the Black Student Body received the assurance of good faith and activity in carrying out the original policies agreed upon on or about April 22, 1969. The Administration and Board of Trustees assured the Black Student Representatives that they will issue an official statement to the entire college community indicating requirements and procedures in carrying out in good faith the policies originally recommended by the Black Students. This they assured us will be done on or before May 5, 1969.

The original purpose of the Black Students, and their continuing purpose, is to create such policies, procedures and conditions as to cause West Chester State College and the Black Students to gain full acceptance of each other.

The results of the meeting today should assure these conditions which we desire. Thus on May 5, 1969, we are assured that the statement of the Administration and Board of Trustees will be posted. No meeting will be held at 12:30 P.M. on May 5, 1969, Monday.

APPENDIX E

STATEMENT TO THE PRESS:

Today a meeting was held in the Philips Memorial Library with those in attendance being representatives of the Board of Trustees, the Administration and Official Representatives of the Black Student Body of West Chester State College.

At this meeting, the Board of Trustees did ratify the official action taken regarding the Statement of Policy and Request as filed by the students on April 22, 1969 and subsequently approved by the Board at its regular meeting on April 24, 1969.

The Statement as filed with the Administration May 1, 1969 was withdrawn by the Official Representatives of the Black Student Body of West Chester State College. The agreement reached at the May 4th meeting was, in essence, the re-affirmation and agreement of implementation of the originally requested policy by the Trustees and College Administration. As a result, the demonstration scheduled to be held in the Quadangle on May 5, 1969 at 12:30 p.m. has been cancelled.

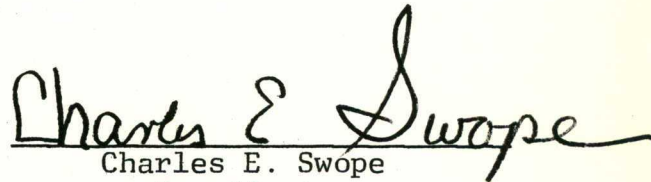
At the meeting today, there was a joint demonstration of good faith by and between the Trustees - Administration and Official Representatives of the Black Student Body of West Chester State College.



Earl F. Sykes

President

West Chester State College



Charles E. Swope

President

West Chester State College

Board of Trustees

May 4, 1969