

# Youngstown

STATE UNIVERSITY

**BOARD OF TRUSTEES  
ACADEMIC AND STUDENT AFFAIRS COMMITTEE**

**Delores E. Crawford, Chair  
John R. Jakubek, Vice Chair  
All Trustees are Members  
James P. Tressel, *Ex-Officio***

**Wednesday, June 1, 2016  
12:00 p.m.**

**Tod Hall  
Board Meeting Room**

## **AGENDA**

- A. Disposition of Minutes for Meetings Held March 15, 2016, September 24, 2015, and September 8, 2015**
- B. Old Business**
- C. Committee Items**
  - 1. Student Affairs**

- a. Student Affairs Consent Agenda Items\***

- Tab C.1.a.1. \*1) Resolution to Modify Policy 3356-8-02, Student media (Previous Policy Number 8002.01)**  
Eddie Howard, Associate Vice President for Student Experience, will report.

- Tab C.1.a.2. \*2) Resolution to Modify Policy 3356-8-01, Authority to establish and enforce a student code of conduct. (Previous Policy Number 8001.01)**  
Eddie Howard, Associate Vice President for Student Experience, will report.

- b. Student Affairs Action Item**

- Tab C.1.b.1. 1) Resolution to Modify Policy 3356-8-01.1, "The Code of Student Rights, Responsibilities and Conduct." (Previous Policy Number 8001.01.1)**  
Eddie Howard, Associate Vice President for Student Experience, will report.

\*Items listed under the Consent Agenda require Board approval; however they may be presented without discussion as these items include only non-substantive changes.

**c. Student Affair Discussion Item**

**1) Fall 2016 Enrollment Update**

Gary D. Swegan, Associate Vice President for Enrollment Planning and Management, will present an update regarding fall 2016 enrollment.

**2. Academic Affairs**

**a. Academic Affairs Consent Agenda Items\***

**Tab C.2.a.1.**

**\*1) Resolution to Modify Policy 3356-10-14, Integrity in research – use of human participants (Previous Policy Number 1014.01)**

Dr. Martin A. Abraham, Provost and Vice President for Academic Affairs, and Michael Hripko, Associate Vice President for Research, will report.

**Tab C.2.a.2.**

**\*2) Resolution to Modify Policy 3356-10-17, Objectivity in research - avoidance of conflict of interest and/or commitment in sponsored research (Previous Policy Number 1017.01)**

Dr. Martin A. Abraham, Provost and Vice President for Academic Affairs, and Michael Hripko, Associate Vice President for Research, will report.

**Tab C.2.a.3.**

**\*3) Resolution to Authorize Conferral of Faculty Emeritus Status**

The resolution nominates eleven (11) recently retired faculty members for Faculty Emeritus status. Dr. Martin A. Abraham, Provost and Vice President for Academic Affairs, will report. Policy Number 3356-7-17 (Previous Policy Number 7003.01), Emeritus Status, from the University Guidebook, is attached for your information.

**b. Academic Affairs Action Items**

**Tab C.2.b.1.**

**1) Resolution to Modify Policy 3356-9-03.1, Appointment of graduate assistants, graduate assistant interns, and teaching assistants (Previous Policy Number 9003.03)**

Dr. Martin A. Abraham, Provost and Vice President for Academic Affairs, and Dr. Salvatore Sanders, Dean, College of Graduate Studies, will report.

**Tab C.2.b.2.**

**2) Resolution to Approve List of Candidates to be considered for Honorary Degrees**

Dr. Martin A. Abraham, Provost and Vice President for Academic Affairs, will report. Policy Number 3356-10-05 (Previous Policy Number 1005.01), Honorary degrees and commencement speakers, is attached for your information.

**Tab C.2.b.3.**

**3) Resolution to Approve B.E. Manufacturing Program in Engineering**

Dr. Martin A. Abraham, Provost and Vice President for Academic Affairs, and Dr. Darrell R. Wallace, Associate Professor, Department of Mechanical and Industrial Engineering, will report.

\*Items listed under the Consent Agenda require Board approval; however they may be presented without discussion as these items include only non-substantive changes.

**Tab C.2.b.4.**

**4) Resolution to Approve College Completion Plan (Strategic Plan Cornerstone Dashboard Update)**

Dr. Martin A. Abraham, Provost and Vice President for Academic Affairs, and Dr. Michael Reagle, Associate Vice President for Student Success, will report.

**c. Academic Affairs Discussion Item**

**Tab C.2.c.1.**

**1) Program Review Update**

Dr. Corey Andrews, Coordinator of the Academic Senate Program Review Committee, will give an update on YSU's progress to date.



**Explanation of Modifications to *University Policy*:**

**3356-8-02 Student media.**

**(Previous Policy Number 8002.01)**

This policy was reviewed and minimal changes were made. Modifications include listing the current responsible division/office, responsible officer, revision history, and the language within the policy reflects this reporting structure. Additional changes include aligning the policy with the new numbering system, and indicating the new review date.

**Board of Trustees Meeting  
June 15, 2016  
YR 2016-**



**RESOLUTION TO MODIFY  
STUDENT MEDIA, 3356-8-02  
(PREVIOUS POLICY NUMBER 8002.01)**

**WHEREAS**, the University Policies are being reviewed and reconceptualized on an ongoing basis; and

**WHEREAS**, this process can result in the modification of existing policies, the creation of new policies, or the deletion of policies no longer needed; and

**WHEREAS**, action is required by the Board of Trustees prior to replacing and/or implementing modified or newly created policies, or to rescind existing policies; and

**WHEREAS**, the Student media policy has been reviewed because of changes in the authorized institutional officials at Youngstown State University, and has been formatted in accordance with Policy 3356-1-09, Development and Issuance of University Policies.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the modification of Student Media, policy number 3356-8-02 (previous Policy Number 8002,01) shown as Exhibit \_\_ attached hereto. A copy of the policy indicating changes to be made is also attached.

**Board of Trustees Meeting  
June 15, 2016  
YR 2016-**

**3356-8-02 Student media.**

Previous Policy Number: 8002.01  
Responsible Division/Office: ~~Office of the Dean, CLASS~~ Student Experience  
Responsible Officer: ~~Associate Vice President for Academic Affairs~~  
Student Experience  
Revision History: March 1998; December 2010; June 2016  
Board Committee: Academic and Student Affairs  
**Effective Date:** ~~December 15, 2010~~ June 15, 2016  
Next Review: ~~2015~~ 21

---

- (A) Policy statement. Youngstown state university recognizes and supports the establishment and operation of student media organizations as important media for communication to the university and as training laboratories for students. The official student media organizations are “The Jambar,” a student-operated newspaper, [thejambar.com](http://thejambar.com), a student operated news and information website, “The Penguin Review,” a student literary magazine, and “Rookery Radio”, a student-operated internet radio station.
- (B) Parameter. Individuals involved with student media and the student press are expected to follow all professional media legal and ethical standards and guidelines that address matters such as libel, indecency, personal attacks and harassment, slander, undocumented allegations, and other forms of irresponsible media presentation.
- (C) Procedures.
- (1) The student media committee oversees official student media and is responsible for reviewing complaints, offering recommendations, ~~selecting the publication staff~~ participating in the selection of staff for each upcoming academic year, and ensuring execution of publication responsibilities.
  - (2) ~~The dean of the college of liberal arts and social sciences~~ A representative from the student experience division will serve as a liaison to the committee and appoints the student media committee ~~appoint its members based on the guidelines outlined in the~~ “Student Media Committee Governance Document”.

- (3) Each official student media organization has a faculty and/or staff advisor. The advisor is responsible for helping students understand the nature, function, and ethics of student media, for providing instruction that will result in quality media publications, and for serving as a liaison to the student media committee.
- (4) Concerns regarding a particular article or presentation of an official student media organization may be directed to the current editor/director or advisor of the respective organization. Other questions may be directed to the student media committee chairperson or the assigned representative of student experience.; ~~the dean of the college of liberal arts and social sciences, or the provost/vice president for academic affairs.~~
- (5) Guidelines and information related to responsible journalism and student publications may be found in “The Student Media Committee Governing Document,” available through ~~the student affairs office.~~ the student media office.

**3356-8-02 Student media.**

Previous Policy Number: 8002.01  
Responsible Division/Office: Student Experience  
Responsible Officer: Associate Vice President for  
Student Experience  
Revision History: March 1998; December 2010; June 2016  
Board Committee: Academic and Student Affairs  
**Effective Date: June 15, 2016**  
Next Review: 2021

---

- (A) Policy statement. Youngstown state university recognizes and supports the establishment and operation of student media organizations as important media for communication to the university and as training laboratories for students. The official student media organizations are “The Jambar,” a student-operated newspaper, thejambar.com, a student operated news and information website, “The Penguin Review,” a student literary magazine, and “Rookery Radio,” a student-operated internet radio station.
- (B) Parameter. Individuals involved with student media and the student press are expected to follow all professional media legal and ethical standards and guidelines that address matters such as libel, indecency, personal attacks and harassment, slander, undocumented allegations, and other forms of irresponsible media presentation.
- (C) Procedures.
- (1) The student media committee oversees official student media and is responsible for reviewing complaints, offering recommendations, participating in the selection of staff for each upcoming academic year, and ensuring execution of publication responsibilities.
  - (2) A representative from the student experience division will serve as a liaison to the committee and appoint its members based on the guidelines outlined in the “Student Media Committee Governance Document.”



- (3) Each official student media organization has a faculty and/or staff advisor. The advisor is responsible for helping students understand the nature, function, and ethics of student media, for providing instruction that will result in quality media publications, and for serving as a liaison to the student media committee.
- (4) Concerns regarding a particular article or presentation of an official student media organization may be directed to the current editor/director or advisor of the respective organization. Other questions may be directed to the student media committee chairperson or the assigned representative of student experience.
- (5) Guidelines and information related to responsible journalism and student publications may be found in “The Student Media Committee Governing Document,” available through the student media office.



**Explanation of Modifications to *University Policy*:**

**3356-8-01 Authority to establish and enforce a student code of conduct.**

**(Previous Policy Number 8001.01)**

This policy was reviewed and minimal changes were made. Modifications include listing the current responsible division/office, responsible officer, revision history, name of board committee, and the language within the policy reflects this reporting structure. Additional changes include aligning the policy with the new numbering system, and indicating the new review date.

**Board of Trustees Meeting**

**June 15, 2016**

**YR 2016-**



**RESOLUTION TO MODIFY  
AUTHORITY TO ESTABLISH AND ENFORCE A STUDENT CODE OF CONDUCT,  
3356-8-01 (PREVIOUS POLICY NUMBER 8001.01)**

**WHEREAS**, the University Policies are being reviewed and reconceptualized on an ongoing basis; and

**WHEREAS**, this process can result in the modification of existing policies, the creation of new policies, or the deletion of policies no longer needed; and

**WHEREAS**, action is required by the Board of Trustees prior to replacing and/or implementing modified or newly created policies, or to rescind existing policies; and

**WHEREAS**, the Authority to establish and enforce a student code of conduct policy has been reviewed because of changes in the authorized institutional officials at Youngstown State University, and has been formatted in accordance with Policy 3356-1-09, Development and Issuance of University Policies.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the modification of Authority to Establish and Enforce a Student Code of Conduct policy, policy number 3356-8-01 (previous Policy Number 8001.01) shown as Exhibit \_\_ attached hereto. A copy of the policy indicating changes to be made is also attached.

**Board of Trustees Meeting  
June 15, 2016  
YR 2016-**

**3356-8-01** Authority to establish and enforce a Student rights, responsibilities, and code of conduct (the code).

Previous Policy Number: 8001.01  
Responsible Division/Office: Student Life Experience  
Responsible Officer: Associate Vice President for Student Affairs Experience  
Revision History: February 1998; March 2007; December 2011; June 2016  
Board Committee: Academic Quality and Student Success Affairs  
**Effective Date:** ~~December 14, 2011~~ June 15, 2016  
Next Review: 201621

(A) Policy statement. The board of trustees delegates its authority and responsibility for student conduct to the president. Youngstown state university is committed to an educational environment which encourages the safety, fair treatment, and intellectual and social development of all students. On behalf of the president, the associate vice president for student ~~affair~~ experience establishes and enforces regulations regarding student ~~rights, responsibilities, and~~ conduct.

(B) Definition. “The Student Code of Conduct: A Handbook of Student Rights, Responsibilities, and Conduct” is the official university document outlining student rights, responsibilities, and conduct; regulations regarding academic dishonesty, campus student organizations and student media organizations; due process, disciplinary procedures; and sexual assault. The intent of “The Student Code of Conduct” is to inform the university community of these rights, responsibilities, and expectations.

(~~B~~C) Parameters:

(1) ~~“The Code: A Handbook of Student Rights, Responsibilities, and Conduct” is the official university document outlining student rights, responsibilities, and conduct; regulations regarding campus student organizations and student media organizations; due process, disciplinary, and academic grievance procedures; and procedures regarding student complaints of discrimination and~~

~~sexual assault. The intent of the code is to inform the university community of these rights, responsibilities, and expectations.~~

- (2) The associate vice president for student ~~affair~~experience is responsible for enforcing all procedures and regulations pertaining to student rights, responsibilities, and conduct as outlined in ~~“The Student eCode of Conduct,”~~ with the exception of academic grievances. Academic grievance procedures are the responsibility of the office of the provost/vice president for academic affairs.

(ED) Procedures.

- (1) ~~“The Student eCode of Conduct”~~ is distributed to new students during orientation and is available in the offices of the associate vice president for student ~~affair~~experience and ~~the executive director of student life and~~ on the Youngstown state university website at <http://www.yasu.edu/theecode.pdf>.<http://cms.yasu.edu/administrative-offices/student-conduct/welcome-student-conduct>.
- (2) Individual students and student organizations are expected to be familiar with and follow the regulations outlined in ~~“The Student Ceode of Conduct”~~ and will be subject to disciplinary action if one or more of the regulations are violated.
- (3) Complaints of student misconduct may be filed at the office of the ~~executive-associate~~ director of student ~~life~~conduct. Complaints of academic dishonesty and academic grievances may be filed in the office of the provost/and vice president for academic affairs.
- (4) ~~“The Student eCode of Conduct”~~ is reviewed periodically and distributed widely among the campus community at least every five years. Any member of the university community may recommend a change in ~~“The “Student eCode of Conduct”~~ through the associate vice president for student ~~affair~~experience.

**3356-8-01 Authority to establish and enforce a student code of conduct.**

Previous Policy Number: 8001.01  
Responsible Division/Office: Student Experience  
Responsible Officer: Associate Vice President for Student Experience  
Revision History: February 1998; March 2007; December 2011; June 2016  
Board Committee: Academic and Student Affairs  
**Effective Date: June 15, 2016**  
Next Review: 2021

---

- (A) Policy statement. The board of trustees delegates its authority and responsibility for student conduct to the president. Youngstown state university is committed to an educational environment which encourages the safety, fair treatment, and intellectual and social development of all students. On behalf of the president, the associate vice president for student experience establishes and enforces regulations regarding student conduct.
- (B) Definition. “The Student Code of Conduct: A Handbook of Student Rights, Responsibilities, and Conduct” is the official university document outlining student rights, responsibilities, and conduct; regulations regarding academic dishonesty, campus student organizations and student media organizations; due process, disciplinary procedures; and sexual assault. The intent of “The Student Code of Conduct” is to inform the university community of these rights, responsibilities, and expectations.
- (C) Parameter. The associate vice president for student experience is responsible for enforcing all procedures and regulations pertaining to student rights, responsibilities, and conduct as outlined in “The Student Code of Conduct,” with the exception of academic grievances. Academic grievance procedures are the responsibility of the office of the provost/vice president for academic affairs.
- (D) Procedures.
- (1) “The Student Code of Conduct” is distributed to new students during orientation and is available in the offices of the associate

vice president for student experience and on the Youngstown state university <http://cms.ysu.edu/administrative-offices/student-conduct/welcome-student-conduct>.

- (2) Individual students and student organizations are expected to be familiar with and follow the regulations outlined in “The Student Code of Conduct” and will be subject to disciplinary action if one or more of the regulations are violated.
- (3) Complaints of student misconduct may be filed at the office of the associate director of student conduct. Complaints of academic dishonesty and academic grievances may be filed in the office of the provost and vice president for academic affairs.
- (4) “The Student Code of Conduct” is reviewed periodically and distributed widely among the campus community at least every five years. Any member of the university community may recommend a change in “The Student Code of Conduct” through the associate vice president for student experience.

**Information to be submitted at a later date.**



**Explanation of Modifications to *University Policy*:**

**3356-10-14 Integrity in research – use of human participants.**

**(Previous Policy Number 1014.01)**

This policy was reviewed and minimal changes were made. Modifications include updating the current responsible division/office, revision history, and the language within the policy reflects this reporting structure. Additional changes include aligning the policy with the new numbering system, and indicating the new review date.



**RESOLUTION TO MODIFY  
INTEGRITY IN RESEARCH – USE OF HUMAN PARTICIPANTS, 3356-10-14  
(PREVIOUS POLICY NUMBER 1014.01)**

**WHEREAS**, the University Policies are being reviewed and reconceptualized on an ongoing basis; and

**WHEREAS**, this process can result in the modification of existing policies, the creation of new policies, or the deletion of policies no longer needed; and

**WHEREAS**, action is required by the Board of Trustees prior to replacing and/or implementing modified or newly created policies, or to rescind existing policies; and

**WHEREAS**, the Integrity in Research – Use of Human Participants policy has been reviewed in accordance with the scheduled review dates at Youngstown State University, and has been formatted in accordance with Policy 3356-1-09, Development and Issuance of University Policies.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the modification of Integrity in Research – Use of Human Participants policy, policy number 3356-10-14 (previous Policy Number 1014.01) shown as Exhibit \_\_ attached hereto. A copy of the policy indicating changes to be made is also attached.

**Board of Trustees Meeting  
June 15, 2016  
YR 2016-**

**3356-10-14 Integrity in research – use of human participants.**

Previous Policy Number: 1014.01  
Responsible Division/Office: ~~Graduate Studies and~~ Research  
Responsible Officer: Provost and Vice President for Academic Affairs  
Revision History: June 1999; December 2010; June 2016  
Board Committee: Academic and Student Affairs  
**Effective Date:** ~~December 10, 2010~~ June 15, 2016  
Next Review: ~~2015~~21

---

- (A) Policy statement. The university conducts research with integrity requiring the protection of the rights, well-being, and personal privacy of all persons utilized as participants. The university is responsible for the development of procedures that are in conformance with, but not limited to, relevant federal and state regulations. All research conducted under university auspices that involves human subjects shall fall under the purview of this policy and its procedures.
- (B) Parameters.
- (1) The associate provost for research and dean of graduate studies and research is responsible for the administration of this policy and its procedures.
  - (2) The associate ~~provost for vice president for research and dean of graduate studies and research~~ annually forms an institutional review board composed of both university and non-university personnel. The committee is charged with maintaining review procedures for research projects and programs that utilize human subjects.
- (C) Procedures. The institutional review board has established procedures that are in accordance with federal regulations to review, approve, modify, or disapprove research activities involving human participants. These procedures and other information concerning human subjects issues and procedures are available in the office of ~~grants and sponsored programs~~ research.

**3356-10-14 Integrity in research – use of human participants.**

Previous Policy Number: 1014.01  
Responsible Division/Office: Research  
Responsible Officer: Provost and Vice President for Academic Affairs  
Revision History: June 1999; December 2010; June 2016  
Board Committee: Academic and Student Affairs  
**Effective Date: June 15, 2016**  
Next Review: 2021

---

- (A) Policy statement. The university conducts research with integrity requiring the protection of the rights, well-being, and personal privacy of all persons utilized as participants. The university is responsible for the development of procedures that are in conformance with, but not limited to, relevant federal and state regulations. All research conducted under university auspices that involves human subjects shall fall under the purview of this policy and its procedures.
- (B) Parameters.
- (1) The associate provost for research and dean of graduate studies and research is responsible for the administration of this policy and its procedures.
  - (2) The associate vice president for research annually forms an institutional review board composed of both university and non-university personnel. The committee is charged with maintaining review procedures for research projects and programs that utilize human subjects.
- (C) Procedures. The institutional review board has established procedures that are in accordance with federal regulations to review, approve, modify, or disapprove research activities involving human participants. These procedures and other information concerning human subject issues and procedures are available in the office of research.



**Explanation of Modifications to *University Policy*:**

**3356-10-17 Objectivity in research – avoidance of conflicts of interest and/or commitment in sponsored research.**

**(Previous Policy Number 1017.01)**

This policy was reviewed and minimal changes were made. Modifications include updating the current responsible division/office, revision history, and the language within the policy reflects this reporting structure. Additional changes include aligning the policy with the new numbering system, and indicating the new review date.

**Board of Trustees Meeting  
June 15, 2016  
YR 2016-**



**RESOLUTION TO MODIFY  
OBJECTIVITY IN RESEARCH – AVOIDANCE OF CONFLICTS OF INTEREST  
AND/OR COMMITMENT IN SPONSORED RESEARCH, 3356-10-17  
(PREVIOUS POLICY NUMBER 1017.01)**

**WHEREAS**, the University Policies are being reviewed and reconceptualized on an ongoing basis; and

**WHEREAS**, this process can result in the modification of existing policies, the creation of new policies, or the deletion of policies no longer needed; and

**WHEREAS**, action is required by the Board of Trustees prior to replacing and/or implementing modified or newly created policies, or to rescind existing policies; and

**WHEREAS**, the Objectivity in Research – Avoidance of Conflicts of Interest and/or Commitment in Sponsored Research policy has been reviewed in accordance with the scheduled review dates at Youngstown State University, and has been formatted in accordance with Policy 3356-1-09, Development and Issuance of University Policies.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the modification of Objectivity in Research – Avoidance of Conflicts of Interest and/or Commitment in Sponsored Research policy, policy number 3356-10-17 (previous Policy Number 1017.01) shown as Exhibit \_\_ attached hereto. A copy of the policy indicating changes to be made is also attached.

**Board of Trustees Meeting  
June 15, 2016  
YR 2016-**

**3356-10-17 Objectivity in research – avoidance of conflicts of interest and/or commitment in sponsored research.**

Previous Policy Number: 1017.01  
Responsible Division/Office: ~~Graduate Studies and~~ Research  
Responsible Officer: Provost and Vice President for Academic Affairs  
Revision History: June 1999; June 2010; June 2016  
Board Committee: Academic and Student Affairs  
**Effective Date:** **June 11, 2010**, 15, 2016  
Next Review: 201521

---

- (A) Policy statement. Recognizing the need for objectivity in research, the university shall maintain procedures that control conflicts and potential conflicts in funded research. -Such procedures are consistent with the Youngstown state university- professional conduct policy (see rule 3356-9-06 of the Administrative Code) and relevant state and federal laws.
- (B) Purpose. The intent of this policy and these procedures is to ensure that the design, conduct, and reporting of research projects and other sponsored activities are not compromised ~~by~~, nor would reasonably appear to be affected, by any significant financial interest of the responsible faculty and staff members.
- (C) Definitions.
- (1) “Project” is an externally funded scholarly activity such as basic, applied, or developmental research, instructional or curricular activities, student aid, career development, or other activity conducted by faculty or staff members on behalf of the university.
  - (2) “Investigator” includes the principal investigator, co-investigators, and other persons (e.g., technicians, students, research associates) responsible, in whole or in part, for the design, conduct, or reporting of the project; and for reporting purposes, includes the investigator’s spouse and dependent children.
  - (3) “Significant financial interest” is anything of monetary value including, but not limited to, salary or other payments for services such as consulting fees or honoraria; equity interests such as

stocks, stock options, or other ownership interests; and intellectual property rights such as patents, copyrights and royalties from such rights.

Not included in this definition are:

- (a) Salary, royalties, promotion in rank, or other remuneration from the university;
  - (b) Income from seminars, lectures, or teaching engagements sponsored by public or nonprofit entities;
  - (c) Income from service on advisory committees or review panels from public or nonprofit entities;
  - (d) Financial interest arising solely by reason or investment in a business by a mutual, pension, or other institutional investment fund over which the employee does not exercise control;
  - (e) Equity interest that when aggregated for the investigator and the investigator's spouse and dependent children, does not exceed ten thousand dollars in value, as determined by public prices or other reasonable measures of fair market values, and does not represent more than five per cent ownership interest for any one enterprise or entity;
  - (f) Salaries, royalties, or other payments that when aggregated for the investigator and the investigator's spouse and dependent children over the next twelve months, are not expected to exceed ten thousand dollars; and
  - (g) The financial interest is an ownership interest in a business which is the applicant organization under phase I of a small business innovative research ("SBIR") program or phase I of a small business technology transfer ("SBTR") program and the university is a subcontractor under the business' application.
- (4) "Conflict of interest" means an action, omission, or situation that may or may reasonably appear to affect or compromise the



objectivity or integrity of an investigator's design, conduct or reporting of a project. (A potential conflict of interest may exist if the director of grants and sponsored programs determines that a significant financial interest could directly and significantly affect the design, conduct, or reporting of a project.)

- (5) "Disclosure" is a written statement submitted by the investigator describing the nature of any significant financial interests and the relationship of such interests to the externally funded project.

(D) Parameters.

- (1) All faculty and staff members or other university-affiliated individuals who apply for, receive, or are currently working on a grant, contract, cooperative agreement, sub-grant, subcontract, or sub-cooperative agreement which is funded in whole or in part by federal funds or other external sources must adhere to this policy and its procedures.
- (2) ~~The director~~The associate vice president for of grants and sponsored programs research is designated to solicit and review financial disclosure statements from investigators.

(E) Principles.

- (1) Complex relationships among universities, government agencies, and industry require adherence to standards of conduct in federally funded and other externally sponsored activities. Application of these standards must serve both project requirements and the public interest. Protecting the integrity of cooperating entities requires that both real and perceived conflicts of interest be avoided.
- (2) Faculty or staff members engaging in a federally or other externally sponsored project are subject to the provisions of federal and state laws and any requirements of the sponsoring or entity.
- (3) To avoid bias in the design, conduct, or reporting of the sponsored project, full disclosure must be made when a faculty or staff member consults for a business, nonprofit agency, government agency, or other non-university contractor, in the same technical

field as the externally sponsored project.

(F) Procedures.

(1) Prior to submitting an application to conduct an externally funded project, the investigator shall disclose to the ~~director of associate vice president for research grants and sponsored programs~~ any significant financial interests or other possible conflict situations:

- (a) That would appear to be affected by the project for which the funding is sought; and
- (b) In entities whose financial interests would appear to be affected by such project.

A conflict of interest statement ~~form~~ shall be included ~~with~~ within the proposal ~~authorization routing form form process (“Blue Sheet”)~~ and shall be circulated ~~as part of the for review approval and approval process~~ for all proposals. ~~when a significant financial interest exists.~~

(2) ~~During the course of~~ Throughout the duration of a sponsored -an award research project, investigators shall update the conflict of interest statement at least annually. If an investigator acquires a significant new-reportable ~~significant~~ financial interest in an entity, the investigator shall submit a revised or new conflict of interest statement to the ~~director associate vice president of for grants and sponsored programs~~ research within five working days after acquisition.

(3) The ~~director~~ associate vice president for research shall review the disclosure and make an initial determination whether a potential conflict of interest exists. If the disclosure is determined not to be a potential conflict of interest, the associate vice president for research ~~director~~ shall provide documentation of this determination that shall be retained with the other project records and shall so advise the investigator, the chair, and the appropriate college dean, ~~and the associate provost for research and dean of graduate studies and research.~~

(4) ~~If the director determines that a potential conflict of interest exists,~~



~~the director shall promptly notify the associate provost for research and dean of graduate studies and research in writing.~~

- (54) ~~If the disclosure is determined to be a potential conflict of interest, The the~~ associate ~~provost vice president~~ for research ~~and dean of graduate studies and research~~ shall consult with the dean of the college and the university general counsel. They shall review the disclosure, consult with the investigator, and seek any additional information to determine whether a conflict of interest exists. If they determine that a conflict of interest exists, they shall determine a plan of action, ~~and document in writing consisting of~~ the conditions or restrictions that shall be required by the university to manage, reduce, or eliminate such actual or apparent conflict of interest. If all parties accept the plan, the associate ~~provost vice president~~ for research ~~and dean of graduate studies and research~~ shall notify all ~~involved~~ parties and the provost of the final determination ~~in writing~~.
- (65) If a mutually acceptable method for managing, reducing, or eliminating the conflict of interest cannot be agreed upon, the associate ~~provost vice president~~ for research ~~and dean of graduate studies and research~~ shall refer the disclosure to the provost, who shall consult with the university general counsel prior to appointment a conflict of interest review committee for final determination.
- (76) The provost shall notify the investigator, the investigator's chairperson and dean, and the associate ~~provost vice president~~ for research ~~and dean of graduate studies and research~~ of the final determination.
- (87) In addition to possible legal ~~penalties action~~, the university may take disciplinary action against individuals who fail to file a disclosure statement or intentionally file an incomplete or misleading disclosure statement. Breaches of this policy may be referred to a conflict of interest review committee to investigate and recommend sanctions. If sanctions are necessary, they will be imposed in accordance with any applicable university policy, procedure, or collective bargaining agreement.
- (98) Prior to the expenditure of any funds under a federally funded

project award, the university will, as required by law, report to the appropriate federal agency the existence of a conflict of interest and assure that the conflict has been managed, reduced, or eliminated.

(109) When the university identifies a conflict of interest subsequent to the university's initial report under the federally funded project award, the university will report the conflict of interest to the appropriate federal agency and manage, reduce, or eliminate the conflict within sixty days of identifying the same.

(110) The ~~director and the~~ associate ~~provost for~~ vice president for research ~~and dean of graduate studies and research~~ shall ensure that the required records, identifiable to each award, are retained for a period of not less than three years after the termination of the award, or until three years after the resolution of any action taken by the sponsor involving these records, whichever is longer. Records for proposals that are not funded by sponsoring agencies will be retained for a period of one year after the decision of the sponsoring agency.

(G) ~~Note: Further information may be found in the "Guide to Sponsored Programs Development" and the office of grants and sponsored programs and 42 C.F.R. Part 50, Subpart F and 45 C.F.R. Part 94.~~

**3356-10-17 Objectivity in research – avoidance of conflicts of interest and/or commitment in sponsored research.**

Previous Policy Number: 1017.01  
Responsible Division/Office: Research  
Responsible Officer: Provost and Vice President for Academic Affairs  
Revision History: June 1999; June 2010; June 2016  
Board Committee: Academic and Student Affairs  
**Effective Date: June 15, 2016**  
Next Review: 2021

---

- (A) Policy statement. Recognizing the need for objectivity in research, the university shall maintain procedures that control conflicts and potential conflicts in funded research. Such procedures are consistent with the Youngstown state university professional conduct policy (see rule 3356-9-06 of the Administrative Code) and relevant state and federal laws.
- (B) Purpose. The intent of this policy and these procedures is to ensure that the design, conduct, and reporting of research projects and other sponsored activities are not compromised, nor would reasonably appear to be affected, by any significant financial interest of the responsible faculty and staff members.
- (C) Definitions.
- (1) “Project” is an externally funded scholarly activity such as basic, applied, or developmental research, instructional or curricular activities, student aid, career development, or other activity conducted by faculty or staff members on behalf of the university.
  - (2) “Investigator” includes the principal investigator, co-investigators, and other persons (e.g., technicians, students, research associates) responsible, in whole or in part, for the design, conduct, or reporting of the project; and for reporting purposes, includes the investigator’s spouse and dependent children.
  - (3) “Significant financial interest” is anything of monetary value including, but not limited to, salary or other payments for services such as consulting fees or honoraria; equity interests such as

stocks, stock options, or other ownership interests; and intellectual property rights such as patents, copyrights and royalties from such rights.

Not included in this definition are:

- (a) Salary, royalties, promotion in rank, or other remuneration from the university;
  - (b) Income from seminars, lectures, or teaching engagements sponsored by public or nonprofit entities;
  - (c) Income from service on advisory committees or review panels from public or nonprofit entities;
  - (d) Financial interest arising solely by reason or investment in a business by a mutual, pension, or other institutional investment fund over which the employee does not exercise control;
  - (e) Equity interest that when aggregated for the investigator and the investigator's spouse and dependent children, does not exceed ten thousand dollars in value, as determined by public prices or other reasonable measures of fair market values, and does not represent more than five per cent ownership interest for any one enterprise or entity;
  - (f) Salaries, royalties, or other payments that when aggregated for the investigator and the investigator's spouse and dependent children over the next twelve months, are not expected to exceed ten thousand dollars; and
  - (g) The financial interest is an ownership interest in a business which is the applicant organization under phase I of a small business innovative research ("SBIR") program or phase I of a small business technology transfer ("SBTR") program and the university is a subcontractor under the business' application.
- (4) "Conflict of interest" means an action, omission, or situation that may or may reasonably appear to affect or compromise the

objectivity or integrity of an investigator's design, conduct or reporting of a project. (A potential conflict of interest may exist if the director of grants and sponsored programs determines that a significant financial interest could directly and significantly affect the design, conduct, or reporting of a project.)

- (5) "Disclosure" is a written statement submitted by the investigator describing the nature of any significant financial interests and the relationship of such interests to the externally funded project.

(D) Parameters.

- (1) All faculty and staff members or other university-affiliated individuals who apply for, receive, or are currently working on a grant, contract, cooperative agreement, sub-grant, subcontract, or sub-cooperative agreement which is funded in whole or in part by federal funds or other external sources must adhere to this policy and its procedures.
- (2) The associate vice president for Research is designated to solicit and review financial disclosure statements from investigators.

(E) Principles.

- (1) Complex relationships among universities, government agencies, and industry require adherence to standards of conduct in federally funded and other externally sponsored activities. Application of these standards must serve both project requirements and the public interest. Protecting the integrity of cooperating entities requires that both real and perceived conflicts of interest be avoided.
- (2) Faculty or staff members engaging in a federally or other externally sponsored project are subject to the provisions of federal and state laws and any requirements of the sponsoring or entity.
- (3) To avoid bias in the design, conduct, or reporting of the sponsored project, full disclosure must be made when a faculty or staff member consults for a business, nonprofit agency, government agency, or other non-university contractor, in the same technical field as the externally sponsored project.

(F) Procedures.

- (1) Prior to submitting an application to conduct an externally funded project, the investigator shall disclose to the associate vice president for research any significant financial interests or other possible conflict situations:
  - (a) That would appear to be affected by the project for which the funding is sought; and
  - (b) In entities whose financial interests would appear to be affected by such project.

A conflict of interest statement shall be included within the proposal routing form process and shall be circulated for review and approval for all proposals..

- (2) Throughout the duration of a sponsored research project, investigators shall update the conflict of interest statement at least annually. If an investigator acquires a significant reportable financial interest in an entity, the investigator shall submit a revised or new conflict of interest statement to the associate vice president for research within five working days after acquisition.
- (3) The associate vice president for research shall review the disclosure and make an initial determination whether a potential conflict of interest exists. If the disclosure is determined not to be a potential conflict of interest, the associate vice president for research shall provide documentation of this determination that shall be retained with the other project records and shall so advise the investigator, the chair, and the appropriate college dean.
- (4) If the disclosure is determined to be a potential conflict of interest, the associate vice president for research shall consult with the dean of the college and the university general counsel. They shall review the disclosure, consult with the investigator, and seek any additional information to determine whether a conflict of interest exists. If they determine that a conflict of interest exists, they shall determine a plan of action, and document in writing the conditions or restrictions that shall be required by the university to manage,



reduce, or eliminate such actual or apparent conflict of interest. If all parties accept the plan, the associate vice president for research shall notify all involved parties and the provost of the final determination in writing.

- (5) If a mutually acceptable method for managing, reducing, or eliminating the conflict of interest cannot be agreed upon, the associate vice president for research shall refer the disclosure to the provost, who shall consult with the university general counsel prior to appointment a conflict of interest review committee for final determination.
- (6) The provost shall notify the investigator, the investigator's chairperson and dean, and the associate vice president for research of the final determination.
- (7) In addition to possible legal action, the university may take disciplinary action against individuals who fail to file a disclosure statement or intentionally file an incomplete or misleading disclosure statement. Breaches of this policy may be referred to a conflict of interest review committee to investigate and recommend sanctions. If sanctions are necessary, they will be imposed in accordance with any applicable university policy, procedure, or collective bargaining agreement.
- (8) Prior to the expenditure of any funds under a federally funded project award, the university will, as required by law, report to the appropriate federal agency the existence of a conflict of interest and assure that the conflict has been managed, reduced, or eliminated.
- (9) When the university identifies a conflict of interest subsequent to the university's initial report under the federally funded project award, the university will report the conflict of interest to the appropriate federal agency and manage, reduce, or eliminate the conflict within sixty days of identifying the same.
- (10) The associate vice president for research shall ensure that the required records, identifiable to each award, are retained for a period of not less than three years after the termination of the award, or until three years after the resolution of any action taken

by the sponsor involving these records, whichever is longer. Records for proposals that are not funded by sponsoring agencies will be retained for a period of one year after the decision of the sponsoring agency.



**RESOLUTION TO AUTHORIZE  
CONFERRAL OF FACULTY EMERITUS STATUS**

**WHEREAS**, the *Policies of the Board of Trustees* provide for the conferral of emeritus status upon faculty who retire from the University following at least ten years of meritorious service and are recommended by the President of the University;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby authorize that those faculty members listed in the roster attached hereto are hereby granted the emeritus title designated thereon.

**Board of Trustees Meeting  
June 15, 2016  
YR 2016-**

**3356-7-17 Emeritus status for faculty and professional/administrative staff (exempt and APAS).**

Previous Policy Number: 7003.01  
Responsible Division/Office: Human Resources  
Responsible Officer: VP for Legal Affairs and Human Resources  
Revision History: November 1997; October 2010; September 2015  
Board Committee: University Affairs  
**Effective Date: September 24, 2015**  
Next Review: 2020

---

- (A) Policy statement. The university may confer the title “emeritus” upon retired faculty and professional/administrative staff members who have given long and meritorious service.
- (B) Definition. The designation “faculty emeritus” or “administrator emeritus” is an honorary title conferred upon the retirement or death of faculty or staff members in recognition of extended meritorious service.
- (C) Procedures.
- (1) Emeritus status and president emeritus status is conferred upon retirement or death. Emeritus status provides an honorary title of either administrator emeritus or faculty emeritus, as well as the benefits set forth in this policy.
  - (2) Names of individuals and the information set forth in paragraph (3) of this policy recommended for the conferral of emeritus status are forwarded on the “Emeritus Status Recommendation” form from the retiring department or unit to the dean and provost or executive director and president. In the event of retirement or death of the university president, his/her name is forwarded to the board of trustees for approval. Emeritus status would be conferred and presented at the spring meeting of the board of trustees.
  - (3) Nomination of an individual to be considered for the conferral of emeritus status should be based upon the following factors: length of service (typically totaling more than ten years); the overall quality of that service; the contribution to the university; and the

service to society beyond the university community.

- (4) The vice president or provost forwards names of individuals nominated to the president who may recommend emeritus status be conferred and presented at the spring meeting of the board of trustees.
- (5) Those retirees achieving emeritus status are granted the following privileges: full library privileges; email services; university identification card; opportunity to secure parking consistent with current university procedures; and the same educational benefits that are available to currently employed faculty or staff at the time of application. (See university policy 3356-7-17, “Fringe benefits, excluded professional/administrative employees fee remission program.”)
- (6) Those retirees achieving emeritus status also have the opportunity to: purchase reserved seats to intercollegiate athletic contests and performing arts events; utilize designated recreational facilities and wellness programs; attend certain alumni and university events, e.g., homecoming events, holiday breakfast, commencement, and honors convocation, and join the Youngstown state university retirees association.
- (7) Retirees that attain emeritus status also have the opportunity to select one of two parking options. They may purchase a permit for designated lots or may choose to receive a free parking permit at the discretion of the university based upon availability.
- (8) Those bargaining unit member retirees achieving emeritus status are granted the benefits in accordance with their collective bargaining agreement as well as any additional benefits provided herein.

# FACULTY RECEIVING EMERITUS STATUS

(Board of Trustees Meeting, June 1, 2016)

NAME	TITLE	YEARS of SERVICE	STATUS
Steven Brown	Professor English	21	Faculty Emeritus
Michael Crist	Interim Dean Dean's Office, College of Creative Arts & Communication	33	Faculty Emeritus
Maria Delost	Professor Health Professions	34	Faculty Emeritus
William Greenway	Professor English	30	Faculty Emeritus
Shirley Keller	Professor Social Work	20	Faculty Emeritus
Ganesh Kudav	Professor Mechanical & Industrial Engineering	28	Faculty Emeritus
Salvatore Pansino	Professor Electrical & Computer Engineering	35	Faculty Emeritus
Teresa Riley	Senior Associate Provost Office of the Provost	31	Faculty Emeritus <i>(posthumously)</i>
Patricia Sarro	Professor Art	20	Faculty Emeritus
Jennie Wood	Professor Nursing	26	Faculty Emeritus
Anne York	Professor History	24	Faculty Emeritus



**Explanation of Modifications to *University Policy*:**

**3356-9-03.1 Appointment of graduate assistants, graduate assistant interns, and teaching assistants.**

**(Previous Policy Number 9003.03)**

This policy was reviewed and minimal changes were made. Modifications include adding language about the “Graduate College Premiere Scholarship” throughout the policy. Because of this review, the next review date was updated to 2021.

**Board of Trustees Meeting  
June 15, 2016  
YR 2016-**



**RESOLUTION TO MODIFY  
APPOINTMENT OF GRADUATE ASSISTANTS, GRADUATE ASSISTANT INTERNS,  
AND TEACHING ASSISTANTS, 3356-9-03.1  
(PREVIOUS POLICY NUMBER 9003.03)**

**WHEREAS**, the University Policies are being reviewed and reconceptualized on an ongoing basis; and

**WHEREAS**, this process can result in the modification of existing policies, the creation of new policies, or the deletion of policies no longer needed; and

**WHEREAS**, action is required by the Board of Trustees prior to replacing and/or implementing modified or newly created policies, or to rescind existing policies; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the modification of Appointment of Graduate Assistants, Graduate Assistant Interns, and Teaching Assistants policy, policy number 3356-9-03-1 (previous Policy Number 9003.03) shown as Exhibit \_\_ attached hereto. A copy of the policy indicating changes to be made is also attached.

**Board of Trustees Meeting  
June 15, 2016  
YR 2016-**



**3356-9-03.1 Appointment of graduate assistants, graduate assistant interns, and teaching assistants.**

Previous Policy Number: 9003.03  
Responsible Division/Office: College of Graduate Studies  
Responsible Officer: Provost and VP for Academic Affairs  
Revision History: January 2000; March 2010; June 2015; [June 2016](#)  
Board Committee: Academic Quality and Student Success  
**Effective Date:** **June 15~~7~~, 2016~~5~~**  
Next Review: [2021~~0~~](#)

---

- (A) Policy statement. While the president has overall responsibility for the management of the university, the responsibility for employment decisions of personnel is delegated to the provost and vice presidents. Each divisional executive officer is responsible for making personnel decisions within the described university procedures.
- (B) Purpose. The graduate assistantship program is predicated upon the concept that given an opportunity to assist the faculty, graduate students provide a service to the university and gain valuable academic experience, which is appropriately supported through the annual institutional budget process. Academics must drive our cost structure. How the assistantship enhances the student's education must be apparent.
- (C) Parameters.
- (1) A graduate assistant ("GA") will normally be assigned duties primarily focused on the conduct of research/scholarly activity. A GA may be assigned teaching duties, but should not be the instructor of record. A graduate assistant/intern ("GA/I") is a special category of graduate assistant designated to provide opportunities for university offices or departments, community companies or agencies, or other appropriate external sponsors to involve graduate students as academic assistants/interns in real life experiences related to their fields of study. [A student appointed as a graduate assistant \(GA, TA and GA/I\) will be paid a stipend.](#) The department/ agency of service will provide a stipend to the university which will be paid to the student through the normal stipend process [for GA/I appointments](#). A teaching assistant

(“TA”) will normally be assigned duties focused on instruction and may be the instructor of record for a regularly scheduled class. Additional academic services to the academic program in which the student is enrolled may be appropriate for all assistantship appointments. GA, GA/I, and TA appointments are covered by this policy.

- (2) The graduate dean is responsible for the administration of the program and appointment of graduate assistants, graduate assistant interns, and teaching assistants.
- (3) The graduate dean shall make available the “Graduate College Premiere Scholarship”, which shall normally be provided to students receiving an assistantship. The scholarship shall include instructional fees, nonresident tuition surcharge, and applicable music performance fees for graduate courses required to complete a single degree program. Scholarship awards may also be provided for instructional fees for the summer term.
- (~~34~~) The total number of graduate assistantships, ~~and~~ teaching assistantships, and “Graduate College Premiere Scholarships” shall be allocated annually as a part of the institutional budget development process and will take into account the needs of new graduate programs as they are developed and implemented and the opportunities to increase enrollment and research through the growth of existing graduate programs. ~~The graduate dean will allocate available funding to support the remission of instructional fees for graduate assistant internships.~~ Colleges, departments, or external sources can also provide funds to support additional assistantships.
- (45) Additional assistantship positions may be created by the graduate dean when external funding has been obtained through the office of research. In such cases, payment for assistantships may be made at rates higher than normal university rates if the external funding agency has a predetermined payment schedule or allows higher rates of payment.



## (D) Procedures.

- (1) The dean of the college of graduate studies shall allocate graduate assistants approved within the university budget across the institution. The deans of the academic colleges and appropriate standing committees of the graduate council shall be consulted as part of the allocation process. ~~The allocation of teaching assistants shall be completed by the provost.~~
- (2) An academic department may recommend only full-time graduate students with regular (not provisional) status for an assistantship. Exceptions to this requirement may be granted only prior to appointment by the graduate dean with sufficient justification from the recommending department. ~~An assistant~~ GA or TA with a teaching assignment may not have any undergraduate academic course deficiencies in any area that will be included in the assistant's teaching assignments.
- (3) Recommendation to appoint a GA, GA/I and/or TA, and recommendations to award a "Graduate College Premiere Scholarship", must be obtained from the academic dean. Applications with the appropriate recommendations for appointment are ~~then~~ forwarded to the graduate dean, who makes the official appointment ~~of the assistants~~. Until the appointment has been made by the graduate dean, no department is authorized to communicate to any applicant for a graduate or teaching assistantship that an award will be made. A department is authorized to communicate that they are recommending a student for appointment as a GA, GA/I, or TA. The college of graduate studies supports the "April 15<sup>th</sup> Resolution" regarding graduate scholars, fellows, trainees and assistants of the council of graduate schools ("CGS"). Appointments and communications regarding appointments will adhere to said resolution of CGS as described on their webpage at: <http://www.cgsnet.org/april-15-resolution>.
- (4) Appointment as a GA, GA/I, or TA will normally occur for ~~an academic year the fall or spring semester or a semester~~ and be made prior to the beginning of the fall semester. In cases where a spring semester appointment is made the appointment will be for the semester only. ~~in~~ In which an appointment becomes available in the middle of a semester due to the availability of external funding, the

stipend ~~and tuition~~ will be prorated to accommodate the period of time covered. Tuition may be covered by award of a “Graduate College Premiere Scholarship” for the full semester when funding is provided through an external award, which will fund the ~~tuition scholarship~~. Regardless of funding source, ~~the tuition and~~ stipend may ~~also~~ be prorated to accommodate situations where students fail to begin or complete their assistantship as scheduled.

- ~~(5) An assistantship appointment for a complete spring or fall semester in the preceding academic year includes funding for tuition for the next summer term.~~
- (56) Graduate assistants (GA ~~, or GA/I, or TA~~) ~~or teaching assistants~~ shall not hold full-time outside employment. Additional employment within the university is not permitted without the approval of the graduate dean.
- (76) A faculty member within the department to which the graduate assistant is assigned will be designated to be directly responsible for the supervision of the assistant. A mentor from an academic department who will ensure the appropriate educational experience of the assistantship or internship must be designated. This applies to GA, GA/I, and TA positions.
- (87) All teaching assistants must participate in a formal mentoring program in the department of instruction prior to being assigned independent teaching activities in that department.
- (98) Additional information about graduate assistants, graduate assistant interns, ~~or teaching assistants,~~ and the “Graduate College Premiere Scholarship” may be found in the “Graduate Bulletin,” the “College of Graduate Studies Policy Book,” and the “Handbook for Graduate Assistants.” Copies are available ~~in~~ online.

**3356-9-03.1 Appointment of graduate assistants, graduate assistant interns, and teaching assistants.**

Previous Policy Number: 9003.03  
Responsible Division/Office: College of Graduate Studies  
Responsible Officer: Provost and VP for Academic Affairs  
Revision History: January 2000; March 2010; June 2015; June 2016  
Board Committee: Academic Quality and Student Success  
**Effective Date: June 15, 2016**  
Next Review: 2021

---

- (A) Policy statement. While the president has overall responsibility for the management of the university, the responsibility for employment decisions of personnel is delegated to the provost and vice presidents. Each divisional executive officer is responsible for making personnel decisions within the described university procedures.
- (B) Purpose. The graduate assistantship program is predicated upon the concept that given an opportunity to assist the faculty, graduate students provide a service to the university and gain valuable academic experience, which is appropriately supported through the annual institutional budget process. Academics must drive our cost structure. How the assistantship enhances the student's education must be apparent.
- (C) Parameters.
- (1) A graduate assistant ("GA") will normally be assigned duties primarily focused on the conduct of research/scholarly activity. A GA may be assigned teaching duties, but should not be the instructor of record. A graduate assistant/intern ("GA/I") is a special category of graduate assistant designated to provide opportunities for university offices or departments, community companies or agencies, or other appropriate external sponsors to involve graduate students as academic assistants/interns in real life experiences related to their fields of study. A student appointed as a graduate assistant (GA, TA and GA/I) will be paid a stipend. The department/ agency of service will provide a stipend to the university which will be paid to the student through the normal stipend process for GA/I appointments. A teaching assistant

(“TA”) will normally be assigned duties focused on instruction and may be the instructor of record for a regularly scheduled class. Additional academic services to the academic program in which the student is enrolled may be appropriate for all assistantship appointments. GA, GA/I, and TA appointments are covered by this policy.

- (2) The graduate dean is responsible for the administration of the program and appointment of graduate assistants, graduate assistant interns, and teaching assistants.
  - (3) The graduate dean shall make available the graduate premiere scholarship, which shall normally be provided to students receiving an assistantship. The scholarship shall include instructional fees, nonresident tuition surcharge, and applicable music performance fees for graduate courses required to complete a single degree program. Scholarship awards may also be provided for instructional fees for the summer term.
  - (4) The total number of graduate assistantships, teaching assistantships, and “Graduate College Premiere Scholarships” shall be allocated annually as a part of the institutional budget development process and will take into account the needs of new graduate programs as they are developed and implemented and the opportunities to increase enrollment and research through the growth of existing graduate programs. Colleges, departments, or external sources can also provide funds to support additional assistantships.
  - (5) Additional assistantship positions may be created by the graduate dean when external funding has been obtained through the office of research. In such cases, payment for assistantships may be made at rates higher than normal university rates if the external funding agency has a predetermined payment schedule or allows higher rates of payment.
- (D) Procedures.
- (1) The dean of the college of graduate studies shall allocate graduate assistants approved within the university budget across the institution. The deans of the academic colleges and appropriate



standing committees of the graduate council shall be consulted as part of the allocation process.

- (2) An academic department may recommend only full-time graduate students with regular (not provisional) status for an assistantship. Exceptions to this requirement may be granted only prior to appointment by the graduate dean with sufficient justification from the recommending department. A GA or TA with a teaching assignment may not have any undergraduate academic course deficiencies in any area that will be included in the assistant's teaching assignments.
- (3) Recommendation to appoint a GA, GA/I and/or TA, and recommendations to award a "Graduate College Premiere Scholarship", must be obtained from the academic dean. Applications with the appropriate recommendations for appointment are forwarded to the graduate dean, who makes the official appointment. Until the appointment has been made by the graduate dean, no department is authorized to communicate to any applicant for a graduate or teaching assistantship that an award will be made. A department is authorized to communicate that they are recommending a student for appointment as a GA, GA/I, or TA. The college of graduate studies supports the "April 15<sup>th</sup> Resolution" regarding graduate scholars, fellows, trainees and assistants of the council of graduate schools ("CGS"). Appointments and communications regarding appointments will adhere to said resolution of CGS as described on their webpage at: <http://www.cgsnet.org/april-15-resolution>.
- (4) Appointment as a GA, GA/I, or TA will normally occur for the fall or spring semester and be made prior to the beginning of the fall semester. In cases where a spring semester appointment is made the appointment will be for the semester only. In which an appointment becomes available in the middle of a semester due to the availability of external funding, the stipend will be prorated to accommodate the period of time covered. Tuition may be covered by award of a "Graduate College Premiere Scholarship" for the full semester when funding is provided through an external award, which will fund the scholarship. Regardless of funding source, the stipend may be prorated to accommodate situations where students fail to begin or complete their assistantship as scheduled.

- (5) Graduate assistants (GA , GA/I, or TA) shall not hold full-time outside employment. Additional employment within the university is not permitted without the approval of the graduate dean.
- (6) A faculty member within the department to which the graduate assistant is assigned will be designated to be directly responsible for the supervision of the assistant. A mentor from an academic department who will ensure the appropriate educational experience of the assistantship or internship must be designated. This applies to GA, GA/I, and TA positions.
- (7) All teaching assistants must participate in a formal mentoring program in the department of instruction prior to being assigned independent teaching activities in that department.
- (8) Additional information about graduate assistants, graduate assistant interns, teaching assistants, and the “Graduate College Premiere Scholarship” may be found in the “Graduate Bulletin,” the “College of Graduate Studies Policy Book,” and the “Handbook for Graduate Assistants.” Copies are available online.



**RESOLUTION TO AUTHORIZE  
RECOMMENDATION OF CANDIDATES  
FOR HONORARY DEGREES**

**WHEREAS**, the *Policies of the Board of Trustees* provide for the recommendation of candidates for honorary degrees for the next academic year who are reviewed and recommended by the Academic Events Committee, the Provost/Vice President of Academic Affairs, and the President of the University;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby authorize that the selection for honorary degrees in the 2016-2017 academic year be granted from the candidates listed in the roster attached hereto.

**3356-10-05 Honorary degrees and commencement speakers.**

Previous Policy Number: 1005.01  
Responsible Division/Office: Academic Affairs  
Responsible Officer: Provost and VP for Academic Affairs  
Revision History: October 1997; July 2009; June 2011;  
June 2013; December 2015  
Board Committee: Academic Quality and Student Success  
**Effective Date: December 16, 2015**  
Next Review: 2020

---

- (A) Policy statement. The board of trustees shall review and authorize the list from which commencement speakers and honorary degree candidates will be recommended by the academic events committee to the president. The board of trustees shall grant honorary degrees in recognition of a significant impact on the university, on the community, state or nation, or on society. Such degrees will be conferred at commencements, special convocations, and other events.
- (B) Procedures for selecting and approving candidates.
- (1) Criteria for nomination of commencement speakers and honorary degree candidates are determined by the provost/vice president for academic affairs, subject to board of trustees' approval.
  - (2) Faculty, staff, board of trustees members and/or anyone associated with the university may submit nominations for commencement speakers and/or honorary degree candidates to the academic events committee of the academic senate or directly to the provost/vice president for academic affairs.
  - (3) Per the academic senate bylaws, the academic events committee of the academic senate "shall be responsible for making recommendations concerning policy governing academic events such as graduation ceremonies, honors convocations, inaugural ceremonies, and recommend candidates for honorary degrees and commencement speakers to the university's president."

- (4) The academic events committee will review the credentials of all the candidates recommended and will submit a list of no less than fifteen and no more than twenty candidates for approval by the board of trustees during its regular June meeting. The list may be amended and reapproved by the board at any time throughout the year.
- (C) Selection of the commencement speaker.
- (1) The provost, in consultation with the president, shall select a commencement speaker from the board-approved list.
  - (2) The president will inform the board of the selection of the commencement speaker no later than the board meeting preceding the commencement ceremony.
- (D) Selection of the honorary degree recipient.
- (1) Only the board of trustees is authorized to approve the awarding of an honorary degree.
  - (2) The provost, in consultation with the president, shall recommend candidates for an honorary degree from the approved list for recognition at an appropriate event.
  - (3) The board shall approve the awarding of the degree no later than the board meeting preceding the event at which the honorary degree is to be conferred.

**Commencement Speaker Suggestions  
Academic Events Committee**

Updated: 04/12/2016

**Alphabetical Master List**

**New Names**

William E. Brown  
Laurie Brlas  
Sophia Brooks  
Marla Mitchell-Cichon  
Gary Daichendt  
Harold Danko  
Presley Gillespie  
John Guffey  
Shirley M. Martin  
George Young

**Names from the Old List**

Alan Brass  
Barbara Brothers  
Paul Brubaker  
James Cossler  
Sam Covelli  
Denise DeBartolo-York  
Joe Hamrock  
Brian Wolf

## Biographies

### **William E. Brown-**

A Youngstown native, entered the US Air Force in 1968 and began his distinguished career providing rescue and emergency medical services to downed pilots during the Vietnam war as a Pararescueman in the US Air Force Special Operations Forces. He was awarded the Distinguished Flying Cross for “heroism” for the rescue of two pilots shot down behind enemy lines in North Vietnam in 1971. In addition, he was awarded an Air Medal with 3 oak leaf clusters, Vietnam Service Medal, Expeditionary Forces Medal, Good Conduct Medal, and Expert Rifleman Medal.

Following his military service, he completed five years of undergraduate education at YSU, with an Associate Degree in Applied Sciences in 1976 with a major in both nursing and political science, and a Bachelor of Science in AS with a dual major in Nursing and Law Enforcement Administration in 1977. He continued his education at Indiana University where he received a Master of Science degree in Health and Safety Education in 1979.

During his college years at YSU, he served as the President of Student Government, was recognized as a Best-All-Around student. He is best known as “The man who saved the rock” in front of Kilcawley Center with his lobbying efforts against the moving of the rock off-campus.

William Brown worked at Wishard Memorial Hospital Emergency Department, returned to YSU to serve as the Paramedic Program Director in the Department of Allied Health, completed two years of post-graduate education at the University of Akron and was appointed the Executive Director, and Chief Executive Officer of the national EMS (Emergency Medical Services certification agency, where he served for 25 years. During his service, he was appointed by the US Department of Transportation to serve on many committees and lectured and presented in all 50 states.

Mr Brown was awarded many prestigious awards such as 2009 Rocco V. Morando Lifetime Achievement Award in EMS, the highest national recognition awarded to an EMS professional, National Association of EMS Physicians (NAEMSP) Ronal D. Stewart MD Lifetime Achievement Award, National Association of EMTs Presidential Leadership Award, Armstrong Industries Literary Award, etc. to name just a few. In recognition of Mr. Brown’s dedication to achieving excellence in EMS, the YSU EMS Paramedic program instituted the William E. Brown, Jr. Academic Excellence Award, which is given to students with the highest academic average in the program.

### **Laurie Brlas-**

Laurie Brlas is a FL native and a YSU alumni, who has received a degree in Accounting in 1993. Worked as the Executive VP and CFO with Newmont Mining Corp. In her employment with Cliffs Natural Resources as Executive VP and CFO she oversaw all of global finance, and at various times oversaw human resources, information technology, business development and corporate strategy.

### **Sophia Brooks-**

An 80 year old native of Youngstown, attended the Dana School of Music and the Cleveland Institute of Music. Was the first African American Soloist at the First Christian, First Presbyterian and the Saint John's Episcopal churches. She traveled across the nation as a vocalist as well as appeared with the Youngstown Symphony Orchestra. For over a decade, she was the first local female African American to host a television show, called "Expressions" with WKBN.

### **Marla Mitchell-Cichon-**

Received a HHS degree in Criminal Justice in 1981 from YSU. Worked as a professor/director at Thomas M. Cooley Law School. Director of the Cooley Innocence Project which works to secure the release of factually innocent Michigan prisoners through the use of post-conviction DNA testing. She also works closely with the Access to Justice Clinic to assist individuals with the collateral consequences related to their involvement with the criminal justice system and family courts. She has received the Justice for All Award from the Criminal Defense Attorneys of Michigan in 2014.

### **Gary Daichendt-**

Graduated from Mathematics in 1983 from YSU. Retired Senior VP Cisco Systems, Current Polycom Board of Directors. He served as Executive Vice President Worldwide Operations at Cisco, where he was responsible for global sales, support, distribution, manufacturing and strategic alliances. He spent eight years at Wang Laboratories, serving as its Vice President of Central Operations and Vice President of Marketing. He was also President and Chief Operating Officer at Nortel Networks and spent 10 years in various sales, marketing and management positions at IBM. 64 years-old, lives in Laguna Beach, CA.

### **Harold Danko-**

Harold Danko is well recognized from long-term associations with impressive jazz legends including Chet Baker, Gerry Mulligan, Thad Jones/Mel Lewis, Lee Konitz and Woody Herman,

in performances at major jazz venues throughout the world as well as on recordings, television and video. During the last two decades he has become increasingly known as a band leader, composer, and solo pianist, and is well documented in those capacities on more than thirty CDs on the SteepleChase and SunnySide labels.

As a leader he has been featured at the Rochester International Jazz Festival, Lincoln Center's "Meet the Artist" series, Washington DC Performing Arts Society series at J.F.K. Center, and numerous jazz festivals both in the USA and abroad. Throughout the 1990's he performed with and composed for his quartet with Rich Perry (tenor saxophone), Scott Colley (bass) and Jeff Hirshfield (drums), and in 1995 received an NEA Fellowship to perform his own works in a series of concerts in New York City. More recently he has led a trio with Hirshfield and Michael Formanek or Jay Anderson (bass) in addition to adapting many of his compositions for solo piano performance. He recently returned from a professional leave of absence in the fall of 2011, during which he taught and performed in Taiwan, Italy, and Switzerland, in addition to work on two new recording projects. His latest trio CD, released in 2012, is "Unriched" on SteepleChase.

Professor Danko has been on the faculty of the Eastman School of Music in Rochester, NY, since 1998 and served as Jazz Studies Chair from 2002 – 2011. Prior to his appointment at Eastman he served on the faculties of the Manhattan School of Music, the New School/Mannes, Hartt College, and other institutions. Beginning his piano studies at the age of five, Harold became serious about pursuing a career in jazz at the age of fifteen when he commenced studies with Gene Rush in Youngstown, Ohio. After graduation from Youngstown State University and a stint in the U.S. Army band, Harold landed the piano chair in Woody Herman's Thundering Herd, which launched his career as a much sought after jazz musician. He also developed a reputation as a respected jazz educator in New York City and throughout the world.

Currently at Eastman he teaches jazz piano, directs the Jazz Performance Workshops, and heads the Eastman Jazz Trio, and Quartet. The group released their first CD in 2003 and continues to perform in the region. In addition to his own educational video, Jazz Keyboard Techniques, available only in Brazil, he can be seen and heard on video performances with Gerry Mulligan, Chet Baker, and Lee Konitz. Harold's featured column, "Solo Piano", appeared in Keyboard Magazine for more than five years, and his keyboard improvisation method, the Illustrated Keyboard Series, is a widely used reference work. In 2007 he received a Bridging Fellowship to do research in University of Rochester Linguistics Department on the relationship of speech and music, and continues to advise students who are pursuing this line of research. Harold has won ASCAP awards yearly since the early 80's for the value of his catalog of original compositions.

**Presley Gillespie-**

YSU alumni. Graduated with a degree in Speech Communications in 1992. President of Neighborhood Allies of Pittsburgh (inaugural president), a non-profit focused on resources, services and connections to neighborhood organizations with a focus on distressed areas. Former VP with Key Bank of Youngstown and the initial Executive Director of the Youngstown Community Development Corp. Presley has served on numerous boards locally and nationally, and currently serves on the Board of Directors of The Center for Community Progress, the Advisory Board of the Greater Pittsburgh Nonprofit Partnership, and the Western Pennsylvania Regional Data Center Advisory Board. In 2015 Presley was selected by Mayor William Peduto as a Daniel Rose Fellow with the Rose Center for Public Leadership, a fellowship established to encourage and support excellence in land use decision making by local governments. 49 years old, lives in Pittsburgh, PA.

**John Guffey-**

Received a degree in Industrial Engineering in 1962 from YSU. Retired CEO of Coltec Industries. Was the Chairman of the Board and Chief Executive Officer of Coltec Industries Inc. since January 1998. Mr. Guffey served as the Chief Operating Officer of Coltec Industries from 1993 to January 1995. He worked at Coltec Industries for 12 years in a series of successively more responsible management positions. He served as the Chief Executive Officer of Gleason Corp. since January 2005. Mr. Guffey served as the Chairman of the Board, Chief Executive Officer and President of Coltec Industries Inc. from February 1995 to December 1997. He serves as Vice Chairman of Gleason Corp. and has been its Director since 1995. He serves as a Director of Coltec Industries Inc. He served as a Director of Giddings & Lewis, Inc. since 1995. He served as a Director of Keystone International Inc. 78 years old, lives in SC.

**Shirley M. Martin-**

Received a degree from YSU in Home Economics in 1973. Vice President of Grants US Soldiers Foundation. Served 12 years in the active Army as an enlisted soldier and an officer and 24 years in the Army Reserve. She was deployed to Germany to support contingency ops in Bosnia and mobilized for 14 months for Operation Iraqi Freedom. She is currently the Louisiana Dept President of the Reserve Officer Association to advise legislative officials on military issues. 65 years old, lives in New Orleans, LA.

**George Young-**

YSU graduate from Chemistry in 1983. CEO of Kalypso LP. Prior to founding Kalypso, George was a partner with Deloitte Consulting where he focused on product development and lifecycle



management. He also held R&D, plant management and business management positions with BF Goodrich. George holds four US patents and was named the 1994 Northeast Ohio Inventor of the Year. He is a member of The Ohio State University's Technology Review Board to promote the commercialization of emerging technologies. George holds a PhD in Organic Chemistry from The Ohio State University and an MBA in Finance and Strategic Planning from Rice University. 54 years old, lives in Cleveland, OH.

---

**Alan Brass-**

Mr. Alan W. Brass, F.A.C.H.E. serves as Chief Executive Officer of The Toledo Hospital. Mr. Brass served as the Chief Executive Officer of ProMedica Health Systems Inc. until October 1, 2009. He served as the Chief Executive Officer of ProMedica Health System in Toledo. Prior to joining ProMedica, he was with BJC Health System at Washington University in St. Louis, he oversaw the operation of the System's 50-member merged and affiliated hospitals and six long-term care facilities. Prior to BJC, he was in charge of Operations at the University of Michigan Medical Center and at The OSU and Children's Hospital in Columbus, Ohio. He has been Trustee of The Ohio State University since 2006. Mr. Brass is also a Faculty Member at Ohio State University. He is a retired Member of American Hospital Association; American College of Healthcare Executives; Council of Retired Directors for Children's Miracle Network; Health Management Academy - Chief Executive Officer Forum Health System; National Association Children's Hospitals & Related Institutions (NACHRI); Michigan Hospital Association and Ohio Hospital Association. He earned a Bachelor's degree in biology and chemistry from Youngstown State University, and a Master's degree in hospital and health services administration and finance from The Ohio State University.

Alan Brass retired as CEO of ProMedica in 2010, one of the largest and fastest growing healthcare systems in the Midwest. He has served on the Board of Trustees at Children's Miracle Network, Lake Erie Health Alliance, and the Toledo Symphony. Born and raised in Youngstown, OH; Mr. Brass earned his bachelor's degree in biology and chemistry from Youngstown State University. He then continued his education at The Ohio State University where he received his master's in hospital and health services administration and finance. Prior to his role at ProMedica, Mr. Brass served as Executive Vice President and Chief Operating Officer at BJC Health Systems and as President of the Missouri Baptist Medical Center.

**Barbara Brothers-**

Barbara (Hoover) Brothers earned a bachelor's degree in English from Youngstown University in 1958, a master's degree from Western Reserve University in 1962 and a PhD in English from Kent State University in 1973. She taught English at Austintown Fitch High School and was an adjunct faculty member at Youngstown University from 1960-1967, serving as director of Humanities and teacher for Upward Bound in 1966 and 1967, at which time she joined the YSU

faculty as an English instructor. She rose through the ranks and was promoted to full professor in 1983. From 1974 to 1992, she chaired the Department of English and played a significant role in shaping many academic and outreach programs that still exist today, including Professional Writing and Editing (now Professional and Technical Writing), Peace and Conflict Studies, Women's Studies and American Studies. In 1993, after serving as acting graduate dean, she was appointed dean of the College of Arts and Sciences. Encouraging excellence in others, Brothers set a high standard for herself as well, publishing numerous scholarly articles and a monograph, co-editing five scholarly books and two national journals, serving as the writer or co-writer of more than \$3.5 million in grants, delivering numerous presentations at state, national and international scholarly conferences and reviewing manuscripts for scholarly journal and presses. She was named a Distinguished Member of the Honor Society of Phi Kappa Phi, received College English Association Professional Achievement Awards in 1999 and 2001 and a Distinguished Service Award in 1994, Kent State English Department Distinguished Alumnus Award in 1994 and YSU Arts and Sciences Distinguished Alumnus in 1991. She received the Watson Distinguished Professor Award in 1974, the YSU Distinguished Professor award three times and the Watson Distinguished Department Chair Award four times. At the state and national levels, Brothers provided leadership to the College English Association of Ohio, the Ohio Humanities Council, the national College English Association, the Association of Departments of English, the Modern Language Association, the State Library Board, and the National Endowment for the Humanities. On campus, among her many service roles were the Senate Executive Committee, Chair of Graduate Council, Chair of Academic Standards and Events and hiring committees for University President and two deans. She has also served and continues to serve the community through participation and leadership in numerous organizations, including the League of Women Voters of Greater Youngstown, YWCA Capital Campaign, Youngstown Symphony, Park Vista Board, Youngstown Chapter of AAUW and the Citizen's League of Youngstown. She helped to endow the YSU Poetry Center through the Drs. Barbara Brothers and Gratia Murphy Fund. She is a Gould Society Member, the local YSU liberal arts honor society, to which she was elected in 1958, the year of its founding. She is the mother of two children, Mark and Jill Brothers, and two step-children, Emily Ludwig and Marla Haims Cohen. She is married to Lawrence Haims, and they have nine grandchildren. Brothers retired in 2001 and was bestowed the title Administrator Emeritus.

### **Paul Brubaker-**

Paul Brubaker is a graduate of Youngstown State University in Political Science and Government. He has an MPA degree in Public Administration from Kent State University.

He has extensive leadership experience in the private sector and government. He was nominated by President George W. Bush to serve as Administrator of the U.S. Department of Transportation's (DOT) Research and Innovative Technology Administration (RITA). Mr. Brubaker previously served as CEO of Procentrix; a firm that helps organizations plan, manage and achieve measurable performance improvement through the effective use of process and technology. Prior to this role, Mr. Brubaker served as Executive Vice President and Chief Marketing Officer of *SI International*, one of the nation's fastest growing government contractors. Mr. Brubaker previously served as Deputy Assistant Secretary and Deputy Chief Information Officer at the U.S. Department of Defense (DoD) where he was the Department's

second highest-ranking technology official and supervised DoD's \$50 billion annual Information Technology expenditure. Before serving at DoD, Mr. Brubaker held various executive positions within the public and private sectors, including Vice President of Strategic Programs for Litton PRC, Vice President of Business Development for Federal Data Corporation, and in senior positions within the U.S. Senate and General Accounting Office. He has also won numerous awards including the Association for Information Resource Management's (AFFIRM) Government Executive Leadership Award in 2000. He was named to Federal Computer Week's Federal 100 in 1996 and 2002, and was appointed to the board of the Virginia Innovative Technology Authority in 1998 where he served as chairman from 2001 to 2003. He recently ended terms as chairman of the technical committee of the Armed Force Communications and Electronics Association (AFCEA) and president of its D.C. Chapter. Currently serves on the advisory board at Xceedium and the board of the Churchill Centre. He lives with his family in Oakton, Virginia.

### **James Cossler-**

Jim Cossler officially is the Chief Executive Officer of the Youngstown Business Incubator, but is better known throughout the country as the organization's Chief Evangelist.

From his position as Senior Vice President for Corporate Services of the Regional Chamber of Commerce, Jim joined YBI in 1997 as its C.E.O when it was positioned as a traditional, "mixed use" incubator and became the primary architect of its transformation into the nationally known incubator, accelerator and managed technology cluster that YBI is today. His primary role is to serve as a mentor and entrepreneurial expert to YBI's portfolio of companies as well as to build and manage the internal and external relations and networks necessary for their growth and success.

Jim serves on Business and Computer Science Advisory Boards at Kent State University, the University of Akron, Hiram University and Youngstown State University of which he is an alumnus with a major in Philosophic Literature. With a major like that, the whole Chief Evangelist thing starts to make sense.

### **Sam Covelli-**

Entrepreneur Sam Covelli is the owner and chief executive officer of Covelli Enterprises. For over 50 years the company has been headquartered in Covelli's hometown of Warren, Ohio. Covelli Enterprises currently employs about 35,000 people, including 2,000 in the Mahoning Valley.

The company is the single largest franchisee of Panera Bread and O'Charley's Restaurants and was recently named the 4th largest restaurant franchisee in the nation.

In May 2012, the Covelli was the first Panera Bread franchisee to take the concept

internationally with a record-breaking opening in Toronto, Canada. By the end of 2015, Covelli Enterprises will have over 275 Panera Bread locations in Ohio, Pennsylvania, West Virginia, Kentucky, Florida and Toronto, Canada, Including a new location in Boardman.

Covelli opened his first O'Charley's Restaurant in Niles in 2006 and his second in Erie, Pennsylvania in 2007. Since then, he has opened three additional sites in Boardman, Cuyahoga Falls and Orlando, Florida. Covelli plans to open another O'Charley's location in Northeast Ohio in the coming years.

In 2012, Covelli Enterprises took on a third restaurant concept and began developing Dairy Queen locations. The company currently owns nine Dairy Queen stores, including two on the Ohio Turnpike.

Covelli Enterprises has a long history of giving back to the community. Throughout its existence, the company has donated millions of dollars to local charitable organizations. Most recently, In December of 2014, Covelli celebrated more than 25 years as the largest local contributor to the U.S. Marine Corps Toys for Tots program, with a \$15,000 dollar donation. This August, the company will host the area's largest fundraising event, the 6st annual Panerathon, a 10K/2 Mile walk/ which has hosted more than 30,000 people and has raised over One Million dollars for the Joanie Abdu Breast Comprehensive Breast Care Center at St. Elizabeth Health Center over the past five years.

Covelli Enterprises supports many other local charities, including the Salvation Army, the Disabled American Veterans, the Animal Welfare League, the American Heart Association, Akron Children's Hospital of the Mahoning Valley and Second Harvest Food Bank. For his commitment to the community, Covelli was recognized in 2012 with the Salvation Army's Distinguished Community Service Award, the American Red Cross Spirit of the Mahoning Valley Award and was named 2013 Corporate Philanthropist of the Year in the Mahoning Valley. In 2014, Covelli received the Salvation Army Project Bundle up Award and the 2014 Association of Fundraising Professionals of Greater Cleveland Corporate Leadership Award.

In 2014, Covelli Enterprises donated over \$23 million dollars in unsold bread product to local food banks and hunger relief agencies to help feed needy people in the communities where it does business.

In 2012, Covelli made the largest donation in history to the Ohio State Athletics Department to assist in funding the construction of a multi-sport arena. The \$10 million dollar gift will provide critical amenities for student-athletes in men's and women's volleyball, gymnastics, fencing and wrestling, including new locker rooms, offices, training and treatment rooms.

Covelli Enterprises continually wins the most awards for exceptional service, cleanliness, customer service and expansive growth of its locations. For all his achievements, Covelli has earned numerous awards including: Ohio Entrepreneur of the Year, Ernst & Young Entrepreneur of the Year for Northeast Ohio, YSU Alumni Association Distinguished Citizen of the Year and Youngstown Area Restaurateur of the Year. Covelli attributes his success to the hiring of dedicated and passionate employees who deliver superior customer service in clean and friendly environments.

Covelli has received proclamations from U.S. Senators John Glenn and Mike DeWine, Congressmen Tim Ryan and Steve LaTourette, Ohio Senator Harry Meshel, and the Mayors of Warren, Niles, Youngstown, OH and Sharon, PA. Covelli was the founder of the Ronald McDonald House Charities of the Mahoning Valley and Western Pennsylvania, and was a founding sponsor of the Giant Eagle LPGA Tournament Classic.

He currently serves on the Board of Trustees for the Cleveland Clinic, The Ohio State Athletics Board, Velosano Steering Committee, Mercy Health Foundation Board, Better Business Bureau Board of Directors, Warren Economic Development Foundation Board, Diocese of Youngstown Blue Ribbon Executive Committee, Western Reserve Port Authority Board, as well as the Urology Care Foundation of the American Urological Association.

Sam and his wife, Caryn proudly live in Warren, OH and have three children: Candace, Albert and Danielle.

### **Denise DeBartolo-York-**

Owner, San Francisco 49ers. Marie Denise DeBartolo York (born 1951 in Youngstown, Ohio) is the owner of the San Francisco 49ers. She is the daughter of late construction magnate Edward J. DeBartolo Sr. and Marie Patricia Montani DeBartolo.

DeBartolo grew up in a family famous for real estate development. She attended Saint Mary's College of Indiana. After graduation, she joined the family business, The DeBartolo

Corporation, and became its executive vice president. In 1994, following her father's death, she became company chairman. Since acquiring the firm, she has diversified its assets, buying several retail and restaurant chains. In 1981, The DeBartolo Corporation purchased the National

Hockey League's Pittsburgh Penguins. DeBartolo York was president of the Penguins from

1988–1991, including their 1990–1991 championship season, and only the 2nd woman to serve as President of a Stanley Cup winning team. In 1991, the year following the championship,

The DeBartolo Corporation sold the Penguins. In 2000, DeBartolo York and her husband John

York gained control of the 49ers and other sporting assets from her brother, Edward J. DeBartolo Jr. She currently resides in the Youngstown suburb of Canfield, Ohio.

Denise and John York have been major supporters with their resources and time to Youngstown State University and the athletic department. The Yorks helped in the development of Stambaugh Stadium's DeBartolo Stadium Club and in February 2002 made a contribution of \$500,000 to YSU's women's athletic programs. Their other recent contribution to the university was a \$1.5 million donation for the Wellness and Recreation Center. Also, the Edward J. DeBartolo Memorial Scholarship Foundation has provided thousands of dollars to area high school students to continue their higher education at YSU.

With more than 25 years of experience in the field of sports management and real estate development and operations, Denise DeBartolo York has received accolades as one of the most successful business women in the United States.

#### **Joe Hamrock-**

Joe Hamrock, president and CEO of NiSource Inc. assumed this role upon the separation of Columbia Pipeline Group from NiSource on July 1, 2015, and was also elected to the NiSource Board of Directors.

Hamrock previously served as executive vice president and Group CEO for NiSource's Gas Distribution segment, which included local gas distribution companies in Kentucky, Maryland, Massachusetts, Ohio, Pennsylvania and Virginia.

In that role, he had comprehensive responsibility for all financial, operational, regulatory and commercial performance at NiSource's gas distribution operations. In coordination with leadership teams across each of these areas, he focused on driving the company's long-term growth plan, premised on executing a steady stream of infrastructure improvements and growth investments, synchronized with complementary regulatory and customer program initiatives.

Hamrock joined NiSource in May 2012 after serving in a variety of senior executive positions with American Electric Power (AEP), including president and chief operating officer of AEP Ohio, and roles in engineering, transmission and distribution operations, customer service, marketing and information technology.

He began his energy industry career as an electrical engineer in transmission and distribution planning at AEP in Steubenville, Ohio. He went on to work in commercial and industrial customer services, and held leadership roles in commercial marketing and customer services, strategic development and other executive roles. Prior to becoming president of AEP Ohio,

Hamrock was senior vice president and chief information officer in AEP's Shared Services organization from 2003-2007, and from 2002 to 2003 was senior vice president - General Services.

Hamrock received a bachelor's degree in electrical engineering from Youngstown State University and a master's degree in business administration from the Massachusetts Institute of Technology, where he was a Sloan fellow.

### **Brian Wolf-**

Brian Wolf is the Executive Director at the Marion G. Resch Foundation. The Foundation has given over \$2 million to YSU and focuses on students who live in the tri-county area. Mr. Wolf has been the Executive Director since 2001 and meets with the scholarship recipients on a semi-annual basis in order to help keep them on track within the scholarship requirements.

Brain Wolf is a graduate of Liberty High School. He earned his Bachelor of Arts Degree in English Education from the College of William and Mary and his Master's Degree from Youngstown State in 1972. He is a member of the Kappa Sigma Fraternity. He served as the principal of Poland High School from 1986-2003.