

# BOARD OF TRUSTEES



## AGENDA

Wednesday, March 12, 2014

**BOARD OF TRUSTEES' MEETING**

**Wednesday, March 12, 2014  
3:00 p.m.**

**Tod Hall  
Board Meeting Room**

**AGENDA**

- A. Roll Call
- B. Proof of Notice of Meetings
- C. Disposition of Minutes
- D. Report of the President of the University
- E. Report of the Committees of the Board
  - 1. Academic Quality and Student Success Committee
    - a. Resolution to Authorize Recommendation of Candidates for Honorary Degrees
  - 2. Institutional Engagement Committee
    - a. Resolution to Accept Development Gifts
    - b. Resolution to Name the Judith Rae Solomon Gallery in the College of Creative Arts and Communication
  - 3. Finance and Facilities Committee
    - a. Resolution to Approve Closed Circuit Television System Use Policy, 4010.02
    - b. Resolution to Modify University Websites Policy, 5015.01
    - c. Resolution to Approve Changes in Tuition and Fees for the 2014-15 Academic and Fiscal Year
    - d. Resolution to Approve Interfund Transfers
    - e. Resolution to Approve the Scope of the Melnick Hall Renovation Project
    - f. Resolution to Approve Recommended Rebalancing of Long-Term Investment Pool Targets and Ranges
    - g. Report of the Audit Subcommittee, Leonard D. Schiavone, Chair
    - h. Report of the Investment Subcommittee, Delores E. Crawford, Chair
  - 4. University Affairs Committee
    - a. Resolution to Modify Designation of Moveable University Holidays Policy, 7007.01
    - b. Resolution to Modify Compensation and Salary Studies/Plans Policy, 7020.01
    - c. Resolution to Modify Acting President Policy, 9004.01
    - d. Resolution to Approve the Creation and Recruitment of a Student Support Specialist for the Office of Distance Education
    - e. Resolution to Approve the Creation and Recruitment of an Associate Director of Open Source Systems and Web Programming
    - f. Resolution to Approve the Creation and Recruitment of an Associate Director of Institutional Research and Analytics
    - g. Resolution to Ratify Appointments
    - h. Report of the Collective Bargaining and Negotiations Subcommittee, John R. Jakubek, Chair
    - i. Report of the Intercollegiate Athletics Subcommittee, David C. Deibel, Chair
  - 5. Trusteeship Committee
    - a. Nomination of 2014-2015 Board Officers
- F. Communications and Memorials
  - 1. Resolution of Appreciation – Melissa M. Wasser
- G. Unfinished Business
- H. New Business
- I. Chairperson's Remarks
- J. Dates and Times of Upcoming Regular Meetings of the Board
  - Tentative Meeting Dates: 3 p.m., Wednesday, June 18, 2014
  - 3 p.m., Wednesday, September 24, 2014
  - 3 p.m., Wednesday, December 17, 2014
- K. Adjournment

# **DIVIDER**

## **Academic Quality and Student Success Committee**

**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 2014-2015 academic year be granted from the candidates listed in the roster attached hereto.

## Suggestions for Honorary Degree Recipients

**Robert Ballard** is an oceanographer most noted for his work in underwater archaeology. He is most famous for the discoveries of the wrecks of the RMS *Titanic* in 1985, the battleship *Bismarck* in 1989, and the wreck of the aircraft carrier USS *Yorktown* in 1998. In 2004, Ballard was appointed professor of oceanography, and currently serves as Director of the Institute for Archaeological Oceanography, at the University of Rhode Island's Graduate School of Oceanography.

**Joseph G. Carson**, Director of Global Economic Research at AllianceBernstein, joined the firm in 2001. He oversees the Economic Analysis team for AllianceBernstein Fixed Income and has primary responsibility for the economic and interest-rate analysis of the US. Previously, Carson was chief economist of the Americas for UBS Warburg, where he was primarily responsible for forecasting the US economy and interest rates. From 1996 to 1999, he was chief US economist at Deutsche Bank. While there, Carson was named to the Institutional Investor All-Star Team for Fixed Income. He began his professional career in 1977 as a staff economist for the chief economist's office in the US Department of Commerce, where he was designated the department's representative at the Council on Wage and Price Stability during President Carter's voluntary wage and price guidelines program. In 1979, Carson joined General Motors as an analyst. He held a variety of roles at GM, including chief forecaster for North America and chief analyst in charge of production recommendations for the Truck Group. From 1981 to 1986, Carson served as vice president and senior economist for the Capital Markets Economics Group at Merrill Lynch. In 1986, he joined Chemical Bank; he later became its chief economist. From 1992 to 1996, Carson served as chief economist at Dean Witter, where he sat on the investment-policy and stock-selection committees. He received his BA and MA from Youngstown State University and did his PhD coursework at George Washington University.

**Richard Celeste** served as Ohio's governor from 1983 to 1991. Celeste was born on November 11, 1937, in Cleveland, Ohio. He graduated from Yale University in 1959, and he then studied overseas at Oxford University on a Rhodes Scholarship. Upon returning to the United States, he embarked upon a career in public service, working for the Peace Corps and then as an assistant to the United States Ambassador to India. In 1970, Celeste entered politics, winning election to the Ohio House of Representatives as a member of the Democratic Party. Four years later, Celeste won election as Ohio's lieutenant governor. The current governor was James Rhodes, a Republican. In 1978, Celeste tried to unseat Rhodes in the gubernatorial election, but he lost to the incumbent. Following this defeat, President Jimmy Carter appointed Celeste as director of the Peace Corps, a position that he held from 1979 to 1981. In 1982, Celeste returned to Ohio and ran for the state's governor's seat a second time. Rhodes was not eligible to run due to term limits. Celeste defeated the Republican candidate, Clarence Brown, becoming Ohio's governor. In 1986, Celeste won reelection against James Rhodes, who once again was eligible to run. As governor, Celeste vowed to increase state funding to education, health services, and welfare program. During this period, Ohio ranked near last among the other states in funding for these programs. To accomplish his goal, Celeste and the Democratic-controlled legislature increased the state income tax by ninety percent. A referendum to overturn the tax increase failed, but in

1984, voters returned the Ohio Senate to Republican control. Celeste also opened government positions to African Americans and women in larger numbers than ever before. The governor faced much criticism though, because it appeared that to be appointed to office or to receive business contracts with the state, people and businesses had to be loyal members of or large financial contributors to the Democratic Party. Celeste also dealt with the Home State Savings Bank failure during his first term in office, restoring confidence in Ohio's banking institutions. Celeste was ineligible to seek reelection in 1990 due to term limits. He left politics to establish his own company, Celeste and Sabety Limited, in Columbus, Ohio. In 1997, President Bill Clinton appointed the former governor as the United States Ambassador to India. He remained as ambassador from 1997 to 2001. In 2002, Celeste became president of Colorado College.

**Leroy Chiao** is an astronaut and former Commander of the International Space Station, who is involved in several education enterprises. He serves as the first Raborn Distinguished Chair Professor at Louisiana State University and is a Director of the Challenger Center. He also serves as the official spokesperson for the Heinlein Prize Trust, and is the leader of its "Have Spacesuit Will Travel" educational program.

**Denise DeBartolo York**, Owner, San Francisco 49ers. Marie Denise DeBartolo York (born 1951 in Youngstown, Ohio) is the owner of the San Francisco 49ers.[1] 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.[2] She attended Saint Mary's College of Indiana.[1] After graduation, she joined the family business, The DeBartolo Corporation, and became its executive vice president.[1] In 1994, following her father's death, she became company chairman.[1] 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.[1] DeBartolo York was president of the Penguins from 1988–1991, including their 1990–1991 championship season,[1] and only the 2nd woman to serve as President of a Stanley Cup winning team.[3] 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. In 1998, Eddie DeBartolo Jr. was linked to the investigation of former Louisiana governor Edwin Edwards for corruption and tax fraud, and was suspended from active control of the team by the National Football League. She currently resides in the Youngstown suburb of Canfield, Ohio.

**Dr. M. Joycelyn Elders** was the first African American female US Surgeon General. As a pediatric endocrinologist and 15th Surgeon General of the United States, Dr. Elders has a deep concern for young people and teaches that education, prevention, and responsibility are the keys to a healthy life. An outspoken advocate on behalf of children, she is an expert on the prevention of child abuse, teen pregnancy, violence, and substance abuse.

**Randolph Fleisher**, Director of the Youngstown Symphony. An in-demand conductor, Canton native Randall Fleischer is the musical director of the Youngstown Symphony. Fleischer, a 1977 McKinley High School grad, assumed his new position for the orchestra's 2007-08 season. "I'll have the customary duties of a music director," Fleischer says. "I'll conduct the majority of the concerts, help with planning the season, participate in crafting an artistic vision for the orchestra and hopefully see it through some years of growth." A busy man, Fleischer is the conductor of



three orchestras — the Flagstaff (Ariz.) Symphony, the Anchorage (Alaska) Symphony and the Hudson Valley (N.Y.) Philharmonic. Fleischer, who lives in Los Angeles, is the son of Frank and Barbara Fleischer of Plain Township.

**Juan Gonzalez**, staff columnist with "The New York Daily News", has been called one of the country's "100 most influential Hispanics" by "Hispanic Business" magazine. In a career that spans more than two decades, he has covered a wide range of national events, from the 1989 U.S. invasion of Panama to the Los Angeles riot, from environmental pollution in Philadelphia to political troubles in Mexico, Central America and the Caribbean, from Cuban boat people to the O.J. Simpson trial.

**Darrell Lynn Grace, D.O.** Received her D.O. degree from Michigan State University College of Osteopathic Medicine in 1992. She graduated from Youngstown State University in 1975 with an A.A.S. in Nursing, and B.S.A.S. in Health Sciences in 1987. She completed her internship at Cuyahoga Falls General Hospital, in Cuyahoga Falls, Ohio in 1993. She is board certified in Internal Medicine. She completed two years of her Internal Medicine residency at St. Elizabeth Hospital in Youngstown Ohio, from 1993-1995, and one year of Internal Medicine at the State University of New York at Buffalo, from 1995-1996. In 2002 she completed the Osteopathic Heritage Health Policy Fellowship from the American Osteopathic Association at The Ohio University College of Osteopathic Medicine and the New York Institute of Technology. She was the recipient of the Richard L. Alper award for community service at Michigan State University College of Osteopathic Medicine upon graduation in 1992. In May 2000, she was presented an award for community service during National Minority Health month, and she was presented with a proclamation and a key to the city of Youngstown, Ohio, from Mayor George McKelvey, for community service. She helped establish Grace Place Medical Service, in association with the Greater Youngstown Coalition of Christians, a clinic for the underserved, uninsured, and the underinsured. In 2003, at the American Osteopathic Associations National Convention in New Orleans, La., she was awarded the Dean's award for meritorious service, by Michigan State University College of Osteopathic Medicine. On October 14, 2004, at the Grand Awards Ceremony in East Lansing, Michigan, she was awarded the Alumni Service Award from Michigan State University Alumni Association. In 2005, she was inducted into the AOA's mentor hall of fame. In February 2007, she worked with Heart to Heart International in a free clinic, providing medical care to Hurricane Katrina victims. Dr. Grace has provided leadership for the National Osteopathic Medical Association and the American Osteopathic Association to deliver community preventive services to underprivileged communities at the site and time of each annual AOA convention. She has given numerous presentations to medical students on health policy and health disparities. Dr. Grace is a member of the American Osteopathic Association, and the American College of Osteopathic Internist. She is the chair for Community Outreach for the National Osteopathic Medical Association, organizing health fairs for the homeless at the national conventions; she also serves as the vice president. She is a member of Pilgrim Baptist Church. She is a physician in private practice. She is a clinical assistant professor at Ohio University College of Osteopathic Medicine. She is married to Charles Grace, and she is the daughter of Robinette Burnette and Alonzo (Teddy) Jackson.

**Erin Gruwell** is an inspiring educator. Gruwell helped her students overcome adversity and use the power of education to graduate from high school, attend college, and write *The Freedom Writers Diary*. The book was made into the hit film, *Freedom Writers*, starring Hilary Swank.

Gruwell now serves as Distinguished Teacher in Residence at California State University, Long Beach in the College of Liberal Arts and Education.

**Annabelle Gurwitch** is an actress and humorist, best known to television audiences for her many years as the co-host of the cult favorite *Dinner and a Movie* on TBS. She is currently a contributing writer and commentator on "Day to Day" on NPR and a columnist for TheNation.com. Her newest role is host of the reality show *Wasted*, launched by the network Planet Green. The show works with a different household every week as they try to make their homes "green" with the added incentive of earning money based on the success of the household's transition.

**Maria Hinojosa** is a correspondent for the PBS news program *NOW* and Managing Editor of the radio program, "Latino USA," Hinojosa hosts a new PBS series, *One-on-One*, interviewing some of America's foremost Latino leaders. A prominent voice in the Hispanic community, she brings her wit, warmth, and professional wisdom to the dialogue about celebrating diversity in life, as well as in the workplace.

**Mae Jemison** blasted into orbit aboard the space shuttle Endeavour, September 12, 1992, the world's first woman of color to go into space and the city of Chicago's first astronaut in U.S. history. Jemison attended Stanford University and graduated with a Bachelor of Science degree in Chemical Engineering, and fulfilled the requirements for an A.B. in African and Afro-American studies. She completed her medical doctorate at Cornell University. Jemison was a General Practitioner in Los Angeles with the INA/Ross Loos Medical Group, and then spent 2 ½ years as Area Peace Corps medical officer for Sierra Leone and Liberia in West Africa. Jemison formed The Jemison Group, Inc., a technology design and consulting company. Projects have included consulting on the design and implementation of solar thermal electricity generation systems for developing countries and remote areas and the use of satellite-based telecommunications to facilitate health care delivery in West Africa. As Director of the Jemison Institute for Advancing Technology in Developing Countries and Professor of Environmental Studies at Dartmouth College, Jemison works on sustainable development. The institute is organizing a S.E.E.ing the Future (Science, Engineering and Education) Institute for the National Science Foundation, a project to consider the role of public funding in science and technology research in the future. Jemison also created The Earth We Share\*. Jemison also serves as Bayer Corporation's national science literacy advocate. Honors and awards include induction into the National Women's Hall of Fame; selection as one of the People magazines' 1993 "World's 50 Most Beautiful People"; Johnson Publications Black Achievement Trailblazers Award; the Kilby Science Award; National Medical Association Hall of Fame; selection as a Montgomery Fellow, Dartmouth College; and numerous honorary doctorates. She was the host and technical consultant of the "World of Wonder" series on the Discovery channel, appeared in an episode of Star Trek: the Next Generation, and was the subject of the PBS documentary The New Explorers.

**Ron Jaworski**, YSU alum, former pro football player. Born and raised in the gritty steel town outside of Buffalo, Ron Jaworski was a three-sport standout in high school and had an arm most would admire. Drafted by the St. Louis Cardinals right out of high school, Ron was anxious to play baseball immediately, but his father pushed for college first. After a two-week stint working



in a steel mill - a "reality-check" arranged by his father – Ron quickly decided to pursue a college degree and chose to play football at Youngstown State University in Ohio. It was a small school, but Ron went on to have an outstanding career at Youngstown, including an impressive appearance in the Senior Bowl and the Ohio Shrine Bowl games. Impressed with his arm, the Los Angeles Rams selected Jaworski in the second round of the 1973 draft. Jaws quickly outgrew his insecurity and his impressive throwing ability earned him the nickname "the Polish Rifle." After spending four years with the Rams, the rights to Jaworski were traded to the Philadelphia Eagles in March of 1977. Under head coach Dick Vermeil and behind Ron's ability and enthusiastic field leadership, the Eagles advanced to the NFC playoffs in 1978 and 1979. In 1980, Jaws led the Eagles to a 12-4 record, the NFC Championship and their first-ever berth in a Super Bowl. Ron finished the 1980 season as the #1-rated passer in the NFC. In recognition of his brilliant 1980 season, Ron was selected to the Pro Bowl. Along the way, Ron earned another nickname... "Jaws." His neighbor hanged the moniker on him at the time and star guard for the Philadelphia 76ers, Doug Collins. "He didn't come up with Jaws because of that shark movie, though," says Jaworski. "Doug said it was because my mouth was always open, talking." Until he suffered a broken leg and torn ligaments in his left ankle during a game at St. Louis in the 1984 season, Ron led the Eagles to the NFC playoffs four times. Jaws also held the record for most consecutive starts in NFL games (116) until Brett Favre surpassed the mark in 1999. During his 10 years with the Eagles, Ron passed for nearly 27,000 yards, including 175 touchdowns. After becoming a free agent in March of 1987, Ron was signed by the Miami Dolphins. Jaws played for the Dolphins in 1987 and 1988, and in 1989, he signed as a free agent with the Kansas City Chiefs. After sustaining a season-ending knee injury, Ron retired in 1990 with a career total of 28,190 passing yards and 179 touchdowns. In 1991, Jaws founded Ron Jaworski Management, Inc. to oversee the day-to-day operations of his business ventures. Currently four different entities fall under the umbrella of RJM ownership: Valleybrook Golf Club, The Chateau Resort, Edgewood in the Pines and The Showcase Sports Apparel Store. RJM is also responsible for overseeing the business of the Maxwell Football Club of Philadelphia, the Ron Jaworski Annual Celebrity Golf Challenge and the Jaws Youth Fund Fall Golf Classic, which has raised over \$1 million for support of innovative youth programs throughout Camden County and the country. In 2003, along with rock-and-roll icon Jon Bon Jovi, Jaworski became co-owner and President of the Philadelphia Soul, the 18th team to join the Arena Football League. He will continue to work directly with newly-hired Head Coach, Bret Musney on football operations as well as assist the organization on all strategic marketing opportunities. Aside from his business ventures, Jaworski is also a regular on ESPN, NFL Films and Eagles Television Network (Philadelphia) and has become one of the most distinguished NFL analysts on television. Jaworski gives fans a weekly, in-depth insider's view of the NFL through "EA Sports NFL Matchup." Every Sunday and Monday, Ron assists on "NFL Sunday Countdown" and "NFL Monday Night Countdown" with his team-by-team analysis. Jaws has been the recipient of numerous honors including UPI's 1980 "NFL Player of the Year," the Bert Bell Award, the Pinnacle Award and the United Way's Volunteer Leadership Award. Jaworski was inducted into the Polish American Hall of Fame in 1991 and the Greater Buffalo Sports Hall of Fame in 1994. He was also nominated for the Pro Football Hall of Fame in his first year of eligibility and was inducted into the Philadelphia Eagles Honor Roll in 1992. Ron is a dynamic motivational speaker, bringing together the sports world and the business world with his enthusiasm and passion.

### **David Hume Kennerly**

A producer of *Barack Obama: The Official Inaugural Book*, Kennerly won the 1972 Pulitzer Prize for his photos of the Vietnam War and went on to become President Gerald R. Ford's personal White House photographer. Kennerly has been a photographer for *Newsweek*, *Time*,

*Life*, and *George* magazines. *American Photo Magazine* named Kennerly "One of the 100 Most Important People in Photography." He also authored the definitive photographic volume on *President Gerald Ford, Extraordinary Circumstances: The Presidency of Gerald R. Ford*. Kennerly is on the Board of Trustees of the Gerald R. Ford Foundation and the Atlanta Board of Visitors of the Savannah College of Art and Design. His archive is housed at the Dolph Briscoe Center for American History at the University of Texas, Austin. Kennerly, an Emmy-nominated film producer is currently producing a four-hour documentary for The Discovery Channel about White House chiefs of staff, titled "The Presidents' Gatekeepers," which aired in the summer of 2013. Kennerly has had exhibitions of his work at galleries and museums around the world, including the Smithsonian and The Annenberg Center for Photography. He has had five books of his work published, *Shooter*, *Photo Op*, *Seinoff: The Final Days of Seinfeld*, *Photo du Jour*, and *Extraordinary Circumstances*.

**Bernie Kosar** graduated from the University of Miami in Florida. Bernie had a double major in finance and economics while there and later he earned an MBA. He won a National Championship title with the Hurricanes in 1984 and was drafted by the Browns in 1985. Bernie was the QB for the Browns from 1985-93. Bernie then went to the Dallas Cowboys. In 1993 he gained a Super Bowl ring. From 1994-1996 he played for the Miami Dolphins.

**Don Lewis**, President, SCA America: Since graduating from Youngstown State University, Don Lewis has built a career that has grown a business from start-up to \$90 million in annual sales. He's led the development of an innovative product that today leads the global market. He travels the globe and works with customers and colleagues in various countries on most continents. He currently leads a \$2.6 billion business unit of 8,000 employees that covers over 20 countries, 8,000 miles and four languages.

Today Lewis is president of SCA's Americas Business Unit, responsible for the global company's businesses in North and Latin America, which generated \$2.6 billion in sales in 2012. A graduate of Youngstown State University, at 51 he is a global business leader in the paper industry, where he has spent the past 25 years growing businesses and creating and launching innovative products.

Lewis has a Bachelor's of Science in Business Administration from Youngstown State University. At YSU he was an active member of Sigma Alpha Epsilon, serving as membership director. He was involved in several campus organizations and was YSU homecoming king. After graduating from YSU, Lewis began his career as Office Operations Manager for Stambaugh's Hardware. He went on to become Assistant Treasurer of Cleveland Stevedore. He started his career in the paper industry when he joined Fort Howard Paper in Green Bay, Wisconsin where he held various sales and management positions, earning accolades such as National Paper and Packaging sales manager of the year.

**Eric A. Spiegel**, President and CEO Siemens Corporation, is responsible for growing the U.S. business in the company's largest market. With \$22 billion in domestic sales, \$6 billion in exports and approximately 60,000 employees in the U.S., Siemens provides solutions for more affordable and efficient healthcare, the growing demands of cities and the nation's infrastructure needs, cleaner sources of energy production, and industrial productivity. Siemens has over 130 manufacturing sites across the U.S. and is represented in all 50 states. Mr. Spiegel, 56, joined

Siemens in January 2010 after 25 years of global consulting experience with complex organizations in the oil and gas, power, chemicals, water, industrial and automotive fields. Prior to joining Siemens, Mr. Spiegel was at Booz Allen Hamilton. An expert on the global energy industry, Mr. Spiegel co-authored the 2009 book *Energy Shift: Game-changing Options for Fueling the Future*, which has been translated into Arabic, Spanish, Korean and Japanese. Mr. Spiegel was raised in Poland, Ohio. Mr. Spiegel holds an MBA from the Tuck School of Business at Dartmouth College where he was an Edward Tuck Scholar and received his A.B. with Honors in Economics from Harvard University. He is the Chairman of Ford's Theatre Society Board in Washington, D.C. and a member of The Board of Overseers at Dartmouth's Tuck School of Business. He is also Vice Chair of the Education and Workforce Committee at the Business Roundtable, a member of the Board of the U.S. Chamber of Commerce and a member of the President's Advanced Manufacturing Partnership Steering Committee.

**Ted Strickland** (born August 4, 1941) is an American politician of the Democratic Party. Before his election in to governor in 2006, he served six terms as a member of the United States House of Representatives from Ohio's 6th district. Born in Lucasville, Ohio, Strickland was one of nine children; his father was a steelworker. A 1959 graduate of Northwest High School (McDermott, Ohio), Strickland went on to be the first of his family to attend college. Strickland was awarded a Bachelor of Arts degree from Asbury College (Wilmore, Kentucky) in 1963. In 1966, he received a Master of Arts degree from the University of Kentucky (Lexington, Kentucky). He received another master's degree in 1967 from Asbury Theological Seminary (Wilmore, Kentucky). He received a doctorate in psychology from the University of Kentucky in 1980. He is married to Frances Strickland, an educational psychologist and author of a widely used screening test for kindergarten-age children. Strickland worked as a counseling psychologist at the Southern Ohio Correctional Facility in Lucasville, Ohio; was an administrator at a Methodist children's home; and was a professor of psychology at Shawnee State University (Portsmouth, Ohio). His only known pastoral position within a church was a very brief associate pastoral position at Wesley United Methodist Church located at the corner of Offnere and Gallia Streets, Portsmouth, Ohio (now Cornerstone United Methodist Church). Strickland ran for U.S. representative for Ohio's 6th congressional district in 1976, 1978, and 1980, losing twice to long-time incumbent William H. Harsha and later to Harsha's successor and campaign manager, Bob McEwen.

**George Voinovich** (born July 15, 1936) is a former senior United States Senator from the State of Ohio, and a member of the Republican Party. Previous to this, he served as the 65th Governor of Ohio from 1991 to 1998, and as the 54th mayor of Cleveland from 1980 to 1989. Born in Cleveland, Ohio, his father was a Serb from Croatia [1][2] (from Kordun [2]), and he had a Slovenian mother. Voinovich earned a Bachelor of Arts degree in government from Ohio University in 1958 and a law degree from The Ohio State University in 1961. Voinovich is a member of Phi Kappa Tau fraternity. He married his wife, Janet, in 1962. They had four children: George, Betsy, Peter, and Molly, as well as seven grandchildren. Molly, their youngest child, was killed in an auto accident at age 9

Academic Quality and Student Success Committee  
Revised January 2014

**DIVIDER**

**Institutional Engagement  
Committee**



## **RESOLUTION TO ACCEPT DEVELOPMENT GIFTS**

**WHEREAS**, Board policy provides that the President shall compile a list of gifts to the University for each meeting of the Board of Trustees and present the list accompanied by his recommendation for action by the Board; and

**WHEREAS**, the President has reported that the gifts as listed in Exhibit A attached hereto are being held pending acceptance and she recommends their acceptance;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees does hereby accept these gifts on behalf of Youngstown State University and requests that the President acknowledge the acceptance of these gifts and express our gratitude to the donors for their generosity in support of the University.





**UNIVERSITY GIFTS  
EXECUTIVE SUMMARY  
Fiscal Year 2012-2013  
July 1, 2012-December 31, 2012**

<b>Gifts Received</b>	<b>Number of Gifts</b>	<b>Amount</b>
University Development	3,397	\$ 3,784,740
<b>Total University Gifts</b>	<b>3,397</b>	<b>\$ 3,784,740</b>
Alumni Relations	408	\$ 25,260
WYSU-FM	1085	\$ 117,205

**YOUNGSTOWN STATE UNIVERSITY  
DEVELOPMENT REPORT  
Cash and Pledges  
FY2014 YTD**

*July 1, 2013 – December 31, 2013*

	Cash/Property	Pledges	Total
Unrestricted	\$ 241,664	\$ 13,386	\$ 255,050
Restricted	\$ 2,488,668	\$ 95,428	\$ 2,584,096
Endowment	\$ 102,899	\$ 436,317	\$ 539,216
<b>Total</b>	<u>\$ 2,833,231*</u>	<u>\$ 545,131</u>	<u>\$ 3,378,362</u>

\* Includes payments of \$2,014,656 on pledges from previous years.

These figures do not include \$869,185 in planned gifts, \$552,220 in designations to the YSU Foundation, \$73,453 in gifts in-kind, \$16,445 for Alumni Relations and \$120,361 for WYSU.

Pledge write-offs and adjustments for the period above totaled \$2,350 of prior year pledges and \$50 in current year pledges.

Total \$3,378,362 minus \$2,014,656 in prior year pledge payments plus \$869,185 in planned gifts plus \$552,220 in contributions to the YSU Foundation equals grand total of **\$2,785,111**.

**YOUNGSTOWN STATE UNIVERSITY  
DEVELOPMENT REPORT  
Cash and Pledges  
FY2013 YTD  
July 1, 2012 – December 31, 2012**

	Cash/Property	Pledges	Total
Unrestricted	\$ 237,120	\$ 79,237	\$ 316,357
Restricted	\$ 1,570,046	\$ 1,824,674	\$ 3,394,720
Endowment	\$ 58,806	\$ 14,857	\$ 73,663
<b>Total</b>	<b>\$ 1,865,972*</b>	<b>\$ 1,918,768</b>	<b>\$ 3,784,740</b>

\* Includes payments of \$1,033,861 on pledges from previous years.

These figures do not include \$3,175,000 in planned gifts, \$740,757 in designations to the YSU Foundation, \$67,248 in gifts in-kind, \$25,260 for Alumni Relations and \$117,205 for WYSU.

Pledge write-offs and adjustments for the period above totaled \$110,085 of prior year pledges.

Total \$3,784,740 minus \$1,033,861 in prior year pledge payments plus \$3,175,000 in planned gifts plus \$740,757 in contributions to the YSU Foundation equals grand total of **\$6,666,636**.

# **Fundraising Progress by Capital Project Through December 31, 2013**

- **Construction of the Veterans Resource Center**
  - **\$1,000,000 Total Project Budget (\$1M Bond Financed)**
  - **\$697,104 Cash + \$383,073 Pledges = \$1,026,077 Total Raised**
- **Renovation of Melnick Hall**
  - **\$5.3M Total Project Budget (\$2.5M State Capital Funds Committed)**
  - **\$876,685 Gifts/Conditional Pledges for the Project**
  - **\$400,000 Cash Secured for WYSU-FM Equipment**
- **Construction of the Athletic Fields (West of Fifth Avenue)**
  - **\$4,350,000 Project Budget (100% Bond Financed)**
  - **\$50,000 Cash + \$450,000 Pledges = \$500,000 Total Raised**

**RESOLUTION TO NAME  
THE JUDITH RAE SOLOMON GALLERY  
IN THE COLLEGE OF CREATIVE ARTS AND COMMUNICATION**

**WHEREAS,** Youngstown State University and the College of Creative Arts and Communication are committed to providing a dynamic learning environment for students in the creative and communication arts; and,

**WHEREAS,** visual arts exhibitions within the College of Creative Arts and Communication reach beyond the University community to strengthen and broaden the aesthetic, intellectual, and cultural horizons of students and citizens alike; and,

**WHEREAS,** Martin G. Solomon is a successful business owner and longstanding corporate benefactor to Youngstown State University, having donated \$200,000 since 1994 for the Andrews Recreation and Wellness Center, the Williamson College of Business Administration, and the Watson and Tressel Training Site; and,

**WHEREAS,** Martin and his wife, Susan Solomon, are members of the President's Council and patrons of the visual arts at Youngstown State University, having donated two prominent works of art to the College of Creative Arts and Communication; and,

**WHEREAS,** Martin and Susan have recently made a personal pledge of \$150,000 to the College of Creative Arts and Communication; and,

**WHEREAS,** their generous gift will be utilized for physical improvements to Bliss Hall Gallery and to establish a supporting endowment for programming and maintenance related to the Gallery, as well as for the overall needs of the College of Creative Arts and Communication; and,

**WHEREAS,** the Solomons would like to honor Martin's sister, Judith Rae Solomon, for her lifelong devotion to the visual and performing arts in the Mahoning Valley community as a patron, volunteer and board member for many arts organizations, including Youngstown State University's John J. McDonough Museum of Art; and,

**WHEREAS,** the University and the Board of Trustees wish to provide appropriate recognition to Martin and Susan Solomon for their significant contributions and commitment to Youngstown State University;

**NOW, THEREFORE, BE IT RESOLVED,** that the Board of Trustees of Youngstown State University designate Bliss Hall Gallery in the College of Creative Arts and Communication as The Judith Rae Solomon Gallery; and,

**BE IT FURTHER RESOLVED,** that a copy of this Resolution be presented to Martin and Susan Solomon and Judith Rae Solomon.

# **DIVIDER**

## **Finance & Facilities Committee**



**RESOLUTION TO APPROVE  
CLOSED CIRCUIT TELEVISION  
SYSTEM USE POLICY**

**WHEREAS**, the Institutional 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;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the creation of an Institutional Policy governing Closed Circuit Television System Use, policy number 4010.02 of the *University Guidebook*, shown as Exhibit B attached hereto.

**Board of Trustees Meeting  
March 12, 2014  
YR 2014-**

**Agenda Item E.3.a**

**NEW POLICY**  
**UNIVERSITY GUIDEBOOK**

<b>Title of Policy:</b>	<b>Closed Circuit Television System Use</b>
Responsible Division/Office:	YSU Police Department
Approving Officer:	Vice President for Finance and Administration
<i>Revision History:</i>	
Resolution Number(s):	YR 2014-
Board Committee:	Finance and Facilities
<b>EFFECTIVE DATE:</b>	March 12, 2014
Next Review:	2019

**Policy:** The purpose of this policy is to standardize the installation and regulate the use of closed circuit television (CCTV) and any other related surveillance systems at Youngstown State University in order to deter crime, enhance campus security, and assist the Youngstown State University Police Department (YSUPD) in its response to safety and security issues on University property.

**Parameters:**

1. The Youngstown State University Police Department (YSUPD) is responsible for implementation of this policy including the approval, placement, and monitoring of all CCTV surveillance systems (hereinafter referred to as CCTV system[s]) on University property.
2. This policy does not apply to the use of video or visual surveillance, monitoring or recording, covert or otherwise, by Youngstown State University Police Department (YSUPD) for criminal investigations or as authorized by a court of law.
3. This policy does not apply to the legitimate academic use of cameras or video recordings for educational or journalism purposes, the general use of Webcams by the University, or to the use of video recording for public performances, events, or interviews, or for University academic or research purposes.

**Agenda Item E.3.a**  
**Exhibit B**

4. This policy does not imply or guarantee that the CCTV system will be monitored in real time.
5. The CCTV system will be utilized in a professional, ethical and legal manner.

**Definitions:**

1. Equipment means any item, system, technology device, or process, including software, used alone or in conjunction with a network, for the purpose of gathering, monitoring, recording or storing an image, images, and/or audio. Images and/or audio may be viewed in real-time and/or captured and preserved for possible review at a later date.
2. Monitoring is the process of observing or reviewing recordings that are captured by CCTV equipment either in real-time or that have been pre-recorded and are reviewed at a later date and time.
3. Recording is the process of capturing images and/or audio using CCTV systems and saving those images to a storage medium.
4. University property means all land, structures, or other real property owned, operated, leased or controlled by Youngstown State University. This includes both internal and external areas, including but not limited to common spaces, grounds, and parking lots.
5. Internet protocol (IP) is the communication protocol used in the collection and transmission of recordings on the CCTV network. All surveillance devices shall utilize open internet protocols and standards.
6. Public areas are defined as any portion of University property that is operated and controlled by Youngstown State University, including buildings and facilities, in which a person does not have a reasonable expectation of privacy.
7. Private areas are defined as any portion of University property where a person would have a reasonable expectation of privacy, e.g., restrooms, residence rooms, personal offices, or locker rooms, or any other area designated as a clothing changing area. Personal offices do not include reception, informational or waiting areas.
8. Restricted access areas are defined as University property that is not accessible to the general public. Restricted access areas may be accessible to University employees, but do not include private areas.

**Procedures:**

1. Any and all requests for use of CCTV systems and/or equipment will be made in writing to the Youngstown State University Chief of Police. The request will include the name of the college or department making the request, the purpose or reason for the request, and the desired installation area. YSUPD will review each proposal and recommended specific equipment and installations or repositioning as dictated by institutional needs and current technological standards. The review will consider security issues, institutional needs, technological standards, installation, wiring, networking, licensing, and cost. The Youngstown State University Chief of Police will make the final decision on new equipment installations and changes to equipment placement.
2. Cameras will only be permitted to be placed in public or restricted access areas and on University property. Cameras will not be placed in private areas or in a public area in order to view into private areas.
3. Any equipment currently in place as of the date of this policy will come under the control and authority of YSUPD. YSUPD will determine if the equipment currently in place meets with the institutional needs of the University and current technological standards for a CCTV recording system. YSUPD will determine if any new equipment is permitted or if any current equipment is to be replaced or removed. No equipment is permitted unless recorded and controlled by YSUPD or a specific exception is given by the YSUPD. If an exception is given, the college or department is still required to comply with all other terms of this Policy.
4. All equipment, where able, will utilize IP technology to transmit recordings, unless an exception is granted by YSUPD. All legacy equipment currently in use at Youngstown State University will be converted to University standard technology within twelve months from the date of this rule, unless an extension is granted by YSUPD.
5. When an incident is reported or circumstances raise safety or security issues, the YSUPD may authorize others to observe or review recordings or images.
6. In those areas that require on-site viewing or monitoring of CCTV equipment such as student residence halls, the director of the applicable office or department will designate an appropriate individual to serve as the contact with YSUPD regarding the equipment and will, at the beginning of the spring and fall semesters, provide a list to the YSUPD of persons authorized to view or monitor the CCTV equipment. Viewing of these images shall be done only in restricted areas unless an exception is granted by the YSUPD.

7. Each department or college with CCTV equipment will designate an appropriate individual within the department or college to serve as a contact with the YSU PD regarding the equipment.
8. Each department or college will be responsible for the cost of the equipment within the department or college.
9. The Youngstown State University Chief of Police (Chief of Police) shall be notified of any future University construction, or any upgrading of existing University facilities prior to approval of the final designs of said facility if said facility is to include CCTV equipment. The Chief of Police or a designee appointed by the Chief of Police shall provide input into the placement of CCTV equipment during the design phase. The Youngstown State University Chief of Police will make the final decision on new equipment installations.
10. The Chief of Police shall be responsible for contracting any services for the responsibility of repair and service of all equipment.
11. Any complaints involving violations of this policy shall be made to the University's Office of General Counsel and/or the Chief of Police.

**Retention and Release of Information:**

1. Retention of all recorded information is the responsibility of YSUPD except in the case of exceptions granted by the Chief of Police.
2. It is the goal of the YSUPD to retain recordings in a secure location and for thirty days; however, there are numerous factors that can limit retention including but not limited to equipment capabilities. Specific image and/or audio files may be required to be kept for a longer period at the direction of the Office of General Counsel and/or YSUPD.
3. Recordings with information about a specific student are considered law enforcement records unless the University uses the recording for discipline purposes or makes the recording part of a student's education record.
4. Requests to view or to receive recording files from persons not authorized to access the system will be reviewed by the Office of General Counsel and the YSUPD. The files will be distributed in an appropriately secured method. A log shall be maintained by YSUPD indicating the date and time range of the files, camera views, and the identification of the person receiving the files.

5. The recordings are considered security records under Section 149.433 of the *Ohio Revised Code*, because they are used to protect and maintain the security of the University. A record kept by a public office that is a security record is not a public record under Section 149.433 of the *Ohio Revised Code* and is not subject to mandatory release or disclosure under that section. Any record requests, including subpoenas, will be directed to the Office of General Counsel for a response.
  
6. Any documentation, written or electronic, which identifies the location of all cameras installed on campus are considered security records under Section 149.433 of the *Ohio Revised Code*, because they are used to protect and maintain the security of the University. A record kept by a public office that is a security record is not a public record under Section 149.433 of the *Ohio Revised Code* and is not subject to mandatory release or disclosure under that section. Any record requests, including subpoenas, will be directed to the Office of General Counsel for a response.



**RESOLUTION TO MODIFY  
UNIVERSITY WEBSITES POLICY**

**WHEREAS**, the Institutional 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;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing University Websites, policy number 5015.01 of the *University Guidebook*, shown as Exhibit C attached hereto. A copy of the policy indicating changes to be made is also attached.

**UNIVERSITY GUIDEBOOK**

<b>Title of Policy:</b>	<b>University Websites</b>
<b>Responsible Division/Office:</b>	Finance and Administration (Information Technology Services)
<b>Approving Officer:</b>	Vice President for Finance and Administration
<b>Revision History:</b>	December 2013; March 2014
<b>Resolution Number:</b>	FY 2010-55; FY 2014-12; FY 2014-
<b>Board Committee:</b>	Finance and Facilities
<b>EFFECTIVE DATE:</b>	March 12, 2014
<b>Next Review:</b>	2019

**Policy:** The official University web pages of Youngstown State University are considered publications of the University. All electronically published information must adhere to the same quality standards as other forms of published information. Each administrative unit, e.g., department or office, is responsible for content available publically on the Internet.

**Definitions:**

- **Official University Web Page.** An official University web page is any web page created by the University, its departments, colleges or other administrative offices for the official business of the University.
- **University Related Web Page.** A University related web page is any web page created by faculty, staff, students and/or registered student organizations that are either: 1) linked from an official University web page or 2) stored on one of the University controlled web servers.

**Parameters:**

- Administrative units of the University may develop and maintain official University web pages and are responsible for their content subject to the following requirements:
  - Software used to develop official University web pages will be limited to packages approved by Information Technology Services (ITS).
  - Official University web pages must run on ITS servers or contracted for by ITS.

- The Office of Marketing and Communications, Information Technology Services Department, and the Website Advisory Committee shall provide direction for content publically on the Internet, including adherence to design and content standards.
- All official and University related web pages must adhere to:
  - Applicable copyright laws (<http://www.copyright.gov/>)
  - The Ohio Revised Code
  - The Use of University Computing Resources (University Guidebook Policy 4009.01) (where appropriate)
  - University Accessibility Guidelines ([http://web.yosu.edu/gen/ysu/Accessibility\\_Guidelines\\_m2997.html](http://web.yosu.edu/gen/ysu/Accessibility_Guidelines_m2997.html))
- The use of University symbols (i.e., YSU word mark, YSU logo, University seal, and Pete the Penguin) and related information should adhere to the information found in the Graphic Identity Standards.
- Registered student organizations use of the University name must adhere to Article V. Section F. Paragraph 16 of *The Code of Student Rights, Responsibilities, and Conduct*.
- Faculty, staff and student organizations may develop and maintain University related web pages. All websites being linked to an official University website, or those residing on a server maintained by the University, must abide by parameters as indicated in Guidebook Policy 4009.01, Use Of University Computing Resources.
- The following are examples of content prohibited from display on either official University web pages or University related web pages:
  - Unauthorized solicitation or endorsement for for-profit business ventures.
  - Activities that involve a conflict of interest. (Refer to University Guidebook Policies 7001.01, Conflicts of Interest and 7005.01, Solicitation and Distribution of Materials, Employees.)
  - Adult content (including banners).
  - Any content covered by University Guidebook Policy 4012.01, Sensitive Information Policy, such as credit card numbers.
  - Software or media (i.e., photographs, audio, video, etc.) not authorized for distribution, regardless of the purchase price or copyright status.
  - Authors are responsible for the content of their pages.
- The University may remove, from a University controlled server, any website found to be in violation of the guidelines set forth in this document.

**Procedures**

1. Divisions and departments of the University may develop and maintain official University websites or pages.
2. Prior to publishing official web pages, approvals must be secured through appropriate administrative channels (i.e., director or chair).
3. Administrative units, individuals and organizations requesting website space plus a separate login on the YSU servers or the University content management system must contact the University Website Manager: [webmaster@ysu.edu](mailto:webmaster@ysu.edu).
4. If a website is found to be in violation of the parameters in this policy, an effort will be made beforehand to discuss the violation(s) with the author.

REDLINE VERSION  
**UNIVERSITY GUIDEBOOK**

<b>Title of Policy:</b>	<b>University Websites</b>
Responsible Division/Office:	Finance and Administration (Information Technology Services)
Approving Officer:	Vice President for Finance and Administration
<i>Revision History:</i>	December 2013; March 2014
Resolution Number:	FY 2010-55; FY 2014-12; FY 2014-
Board Committee:	Finance and Facilities
<b>EFFECTIVE DATE:</b>	March 12, 2014
Next Review:	2019

**Policy:** The official University web pages of Youngstown State University are considered publications of the University. All electronically published information must adhere to the same quality standards as other forms of published information. Each administrative unit, e.g., department or office, is responsible for content available publically on the Internet.

**Definitions:**

- **Official University Web Page.** An official University web page is any web page created by the University, its departments, colleges or other administrative offices for the official business of the University.
- **University Related Web Page.** A University related web page is any web page created by faculty, staff, students and/or registered student organizations that are either: 1) linked from an official University web page or 2) stored on one of the University controlled web servers.

**Parameters:**

- Administrative units of the University may develop and maintain official University web pages and are responsible for their content **subject to the following requirements:**
  - **Software used to develop official University web pages will be limited to packages approved by Information Technology Services (ITS).**
  - **Official University web pages must run on ITS servers or contracted for by ITS.**



- The Office of Marketing and Communications, Information Technology Services Department, and the Website Advisory Committee shall provide direction for content publically on the Internet, including adherence to design and content standards.
- All official and University related web pages must adhere to:
  - Applicable copyright laws (<http://www.copyright.gov/>)
  - The Ohio Revised Code
  - The Use of University Computing Resources (University Guidebook Policy 4009.01) (where appropriate)
  - University Accessibility Guidelines ([http://web.yosu.edu/gen/ysu/Accessibility\\_Guidelines\\_m2997.html](http://web.yosu.edu/gen/ysu/Accessibility_Guidelines_m2997.html))
- The use of University symbols (i.e., YSU word mark, YSU logo, University seal, and Pete the Penguin) and related information should adhere to the information found in the Graphic Identity Standards.
- Registered student organizations use of the University name must adhere to Article V. Section F. Paragraph 16 of *The Code of Student Rights, Responsibilities, and Conduct*.
- Faculty, staff and student organizations may develop and maintain University related web pages. All websites being linked to an official University website, or those residing on a server maintained by the University, must abide by parameters as indicated in Guidebook Policy 4009.01, Use Of University Computing Resources.
- The following are examples of content prohibited from display on either official University web pages or University related web pages:
  - Unauthorized solicitation or endorsement for for-profit business ventures.
  - Activities that involve a conflict of interest. (Refer to University Guidebook Policies 7001.01, Conflicts of Interest and 7005.01, Solicitation and Distribution of Materials, Employees.)
  - Adult content (including banners).
  - Any content covered by University Guidebook Policy 4012.01, Sensitive Information Policy, such as credit card numbers.
  - Software or media (i.e., photographs, audio, video, etc.) not authorized for distribution, regardless of the purchase price or copyright status.
  - Authors are responsible for the content of their pages.
- The University may remove, from a University controlled server, any website found to be in violation of the guidelines set forth in this document.

## Procedures

1. Divisions and departments of the University may develop and maintain official University websites or pages.
2. Prior to publishing official web pages, approvals must be secured through appropriate administrative channels (i.e., director or chair).
3. Administrative units, individuals and organizations requesting website space plus a separate login on the YSU servers or the University content management system must ~~complete and submit an online form request~~ contact the University Website Manager: [webmaster@ysu.edu](mailto:webmaster@ysu.edu).
4. If a website is found to be in violation of the parameters in this policy, an effort will be made beforehand to discuss the violation(s) with the author.
- ~~5. Website authors may appeal any decisions to the YSU Website Advisory Committee.~~
- ~~6. If the appeal has legal implications, the Advisory Committee will consult with YSU General Counsel on the matter before making a decision.~~

**RESOLUTION TO APPROVE CHANGES  
IN TUITION AND FEES FOR THE 2014-15  
ACADEMIC AND FISCAL YEAR**

**WHEREAS**, Ohio law provides that Boards of Trustees of state-assisted institutions of higher education shall supplement state subsidies by income from charges to students, including an "instructional fee" for educational and associated operational support of the institution and a "general fee" for non-instructional services, and that these two fees shall encompass all charges for services assessed uniformly to all enrolled students and shall be identified as "tuition"; and

**WHEREAS**, Ohio law also provides that each Board may establish special purpose fees, service charges, fines and penalties and that a tuition surcharge shall be paid by all students who are not residents of Ohio; and

**WHEREAS**, Ohio law provides that the University shall separately identify the Instructional Fee, the General Fee, the Tuition Charge, and the Tuition Surcharge; and

**WHEREAS**, Ohio law provides that fees charged for instruction shall not be considered to be a price for service but shall be considered to be an integral part of the state government financing program in support of higher education opportunity for students; and

**NOW, THEREFORE, BE IT RESOLVED**, that unless otherwise noted herein, this Resolution shall replace all previously adopted Resolutions pertaining to tuition, fees and/or other charges; and

**BE IT ALSO RESOLVED**, that the Board of Trustees of Youngstown State University does hereby declare the "tuition charge" shall be the sum of the Instructional Fee, General Fee, and the Information Services Fee, and does hereby establish the tuition charge and other fees as included in Exhibit D, to become effective Fall Term 2014 and to remain in effect until changed by the Board of Trustees, except as may be specifically noted otherwise; and

**BE IT FURTHER RESOLVED**, that the President of Youngstown State University or his designee shall have the authority to approve:



# **Youngstown**

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## **STATE UNIVERSITY**

1. Fees of noncredit courses, institutes, and workshops offered or coordinated through the Metro College and the University Outreach department;
2. Ticket prices for admission of the public to intercollegiate athletic games and to student music or dramatic productions;
3. Service charges for loans to students;
4. A special fee for programs under contract (e.g., a training program). It shall be understood that such special fees, if authorized, shall provide for all related costs of the program and that the budget for such a fund shall be subject to approval in the same manner as other University operating budgets; and
5. Fees for credit courses offered by the Metro College under contract to established groups as provided for in Resolution YR 2001-03.

In all cases, the revenue generated by such fees and charges shall be expended in conformity with appropriately approved budgets. It shall be understood that: (a) prices of books and other items for sale in the Bookstore, Kilcawley Center, and through vending machines shall be established in conformity with good business practices by the managers of those units; (b) charges for unreturned or damaged equipment checked out to a student shall be established by the cognizant University staff person and the charge shall be sufficient to recover replacement costs and with a charge to cover processing costs; (c) for such charges as noted in (a) and (b) above, the approval of neither the President nor the Board of Trustees shall be required; and (d) the President or his designees shall have the authority to designate parking facilities by location or by time which may be utilized either without charge or for a reduced charge.

Fines which are authorized in this resolution may be assessed against non-students who are authorized to use University services as well as against students; and the rates detailed in this resolution shall replace the rates in any other resolution in conflict, and it shall continue to be the policy of this Board to review and adopt all fees, service charges, and fines annually, usually at the December meeting of the Board, in order that students and others are informed as to rates for the coming year and budgets may be finalized. It is understood that charges, fines, penalties, and assessments to students and non-students will not be waived except as specifically authorized by proper authority. The President or his/her designee shall review and, as appropriate, authorize persons or departments to grant waivers with the specific understanding that no waivers will be granted that are in violation of Ohio law or the policies of Youngstown State University.

If a student is permitted to withdraw from the University or if a student reduces his or her academic load, a refund of the tuition charge, and of the nonresident tuition surcharge, where applicable, shall be made in conformity with the

# Youngstown STATE UNIVERSITY

following schedules. If the withdrawal is after the prescribed time limits, all tuition and other applicable fees and charges are forfeited. All applicable fees, fines, and penalties due must be paid before the refund is paid.

<u>Length of Course</u>	<u>100% refund</u>	<u>No refund</u>
6 weeks or more:	through 14th day of term.	15th day of term and later.
Less than 6 weeks:	15% of course duration.	greater than 15% of course duration.

**YOUNGSTOWN STATE UNIVERSITY**  
**Summary of Bulk-Rate Mandatory Costs to Attend<sup>1</sup>**  
**(See Schedules 2, 3 and 4 for detail)**

	<b>FY 2014 Actual</b>	<b>FY 2015</b>		
		<b>Proposed</b>	<b>\$ Change</b>	<b>% Change</b>
<b>UNDERGRADUATE (per semester)</b>				
Resident	\$3,949.68	\$4,043.64	\$93.96	2.38%
Non-resident:				
Affordable Tuition Advantage <sup>2</sup>	\$4,069.68	\$4,163.64	\$93.96	2.31%
Non-regional	\$6,949.68	\$7,043.64	\$93.96	1.35%
<b>GRADUATE<sup>3</sup> (per semester)</b>				
Resident	\$5,282.52	\$5,440.80	\$158.28	3.00%
Non-resident:				
Affordable Tuition Advantage <sup>2</sup>	\$5,402.52	\$5,560.80	\$158.28	2.93%
Non-regional	\$6,887.64	\$7,045.92	\$158.28	2.30%

**NOTES:**

1. Rates for specialized programs not included in this presentation.
2. The Affordable Tuition Advantage rate is offered to students from the following counties: Allegheny, Armstrong, Beaver, Butler, Clarion, Crawford, Erie, Fayette, Forest, Greene, Indiana, Jefferson, Lawrence, Mercer, Venango, Warren, Washington and Westmoreland counties in Pennsylvania; Chautauqua County in New York; and Brooke, Hancock, Marshall and Ohio counties in West Virginia.
3. Although the graduate bulk-rate band is from 12-16 hours, graduate students are considered full-time for academic purposes at 9 credit hours and above.

**YOUNGSTOWN STATE UNIVERSITY  
Resident Undergraduate Tuition & Fees**

**Schedule 2**

Fee Description	FY 2014 Actual	FY 2015		
		Proposed	\$ Change	% Change
<b>BULK-RATE TUITION &amp; MANDATORY FEES</b>				
Instructional Fee (per semester, 12-16 credit hours)	\$3,180.00	\$3,240.00	\$60.00	1.89%
General Fee (per semester, 12-16 credit hours)	\$655.20	\$683.64	\$28.44	4.34%
Information Services Fee (per semester, 12-16 credit hours)	\$114.48	\$120.00	\$5.52	4.82%
<b>Full-time tuition &amp; mandatory fees</b>	<b>\$3,949.68</b>	<b>\$4,043.64</b>	<b>\$93.96</b>	<b>2.38%</b>
<b>TUITION &amp; MANDATORY FEES (outside bulk-rate)</b>				
Instructional Fee (per credit hour, 1-11 hours)	\$265.00	\$270.00	\$5.00	1.89%
Credits in excess of bulk-rate per semester (per credit)	\$265.00	\$270.00	\$5.00	1.89%
General Fee (per credit hour, 1-11 hours)	\$54.60	\$56.97	\$2.37	4.34%
General Fee (per credit hour, over 16 hours)	\$50.34	\$52.71	\$2.37	4.71%
Information Services Fee (per credit hour)	\$9.54	\$10.00	\$0.46	4.82%
<b>COLLEGE FEES</b>				
<b>Beeghly College of Education</b>				
Undergrad with Junior Standing and Above (per credit hour)	\$8.00	\$8.00	\$0.00	0.00%
Undergrad with Junior Standing and Above (bulk rate, 12-16 hours)	\$96.00	\$96.00	\$0.00	0.00%
<b>Bitonte College of Health &amp; Human Services</b>				
Undergrad with Junior Standing and Above (per credit hour)	\$12.50	\$12.50	\$0.00	0.00%
Undergrad with Junior Standing and Above (bulk rate, 12-16 hours)	\$150.00	\$150.00	\$0.00	0.00%
<b>College of Science, Technology, Engineering &amp; Mathematics</b>				
Undergrad with Junior Standing and Above (per credit hour)	\$25.00	\$25.00	\$0.00	0.00%
Undergrad with Junior Standing and Above (bulk rate, 12-16 hours)	\$300.00	\$300.00	\$0.00	0.00%
<b>College of Liberal Arts &amp; Social Sciences</b>				
Undergrad with Junior Standing and Above (per credit hour)	\$8.50	\$8.50	\$0.00	0.00%
Undergrad with Junior Standing and Above (bulk rate, 12-16 hours)	\$102.00	\$102.00	\$0.00	0.00%
<b>College of Fine &amp; Performing Arts</b>				
Undergraduates, per credit hour	\$9.00	\$9.00	\$0.00	0.00%
Undergraduates, bulk rate, 12-16 hours	\$108.00	\$108.00	\$0.00	0.00%
<b>Williamson College of Business Administration</b>				
Undergrad with Junior Standing and Above (per credit hour)	\$16.00	\$16.00	\$0.00	0.00%
Undergrad with Junior Standing and Above (bulk rate, 12-16 hours)	\$192.00	\$192.00	\$0.00	0.00%

**YOUNGSTOWN STATE UNIVERSITY**  
**Resident Graduate Tuition & Fees**

Schedule 3

Fee Description	FY 2014 Actual	FY 2015		
		Proposed	\$ Change	% Change
<b>BULK-RATE TUITION &amp; MANDATORY FEES</b>				
Instructional Fee (per semester, 12-16 credit hours)	\$4,512.84	\$4,637.16	\$124.32	2.75%
General Fee (per semester, 12-16 credit hours)	\$655.20	\$683.64	\$28.44	4.34%
Information Services Fee (per semester, 12-16 credit hours)	\$114.48	\$120.00	\$5.52	4.82%
<b>Full-time tuition &amp; mandatory fees</b>	<b>\$5,282.52</b>	<b>\$5,440.80</b>	<b>\$158.28</b>	<b>3.00%</b>
<b>TUITION &amp; MANDATORY FEES (outside bulk-rate)</b>				
Instructional Fee (per credit hour, 1-11 hours)	\$376.07	\$386.43	\$10.36	2.75%
Credits in excess of bulk-rate per semester (per credit)	\$376.07	\$386.43	\$10.36	2.75%
General Fee (per credit hour, 1-11 hours)	\$54.60	\$56.97	\$2.37	4.34%
General Fee (per credit hour, over 16 hours)	\$50.34	\$52.71	\$2.37	4.71%
Information Services Fee (per credit hour)	\$9.54	\$10.00	\$0.46	4.82%
<b>ADDITIONAL GRADUATE FEES</b>				
<b>Master of Public Health<sup>1</sup></b> (per credit hour)	\$543.00	TBD	TBD	TBD
<b>Master of Fine Arts<sup>1</sup></b> (per credit hour)	\$531.00	TBD	TBD	TBD
<b>Nurse Anesthetist Program Fee<sup>2</sup></b> (per semester)	\$2,642.86	TBD	TBD	TBD
<b>Graduate Workshops</b> (per credit hour)				
Resident	\$138.53	\$142.69	\$4.16	3.00%
Non-Resident	\$148.53	\$152.69	\$4.16	2.80%

1. The MPH and MFA fees are set by consortia of several Ohio public universities of which YSU is a member.
2. Nurse Anesthetist fee is set by the St. Elizabeth Health Center School for Nurse Anesthetists.

**YOUNGSTOWN STATE UNIVERSITY**  
**Non-Resident Tuition Surcharge**

	FY 2014 Actual	FY 2015		
		Proposed	\$ Change	%Change
<b>UNDERGRADUATE</b>				
<b>Affordable Tuition Advantage<sup>1</sup></b>				
Part-time (per credit, 1-11 credits)	\$10.00	\$10.00	\$0.00	0.00%
Full-time (per semester, within bulk)	\$120.00	\$120.00	\$0.00	0.00%
Credits in excess of bulk (per credit)	\$10.00	\$10.00	\$0.00	0.00%
<b>Non-Regional</b>				
Part-time (per credit, 1-11 credits)	\$250.00	\$250.00	\$0.00	0.00%
Full-time (per semester, within bulk)	\$3,000.00	\$3,000.00	\$0.00	0.00%
Credits in excess of bulk (per credit)	\$250.00	\$250.00	\$0.00	0.00%
<b>GRADUATE<sup>2</sup></b>				
<b>Affordable Tuition Advantage<sup>1</sup></b>				
Below bulk-rate (per credit, 1-11 credits)	\$10.00	\$10.00	\$0.00	0.00%
Within bulk-rate (per semester)	\$120.00	\$120.00	\$0.00	0.00%
Credits in excess of bulk (per credit)	\$10.00	\$10.00	\$0.00	0.00%
<b>Non-Regional</b>				
Below bulk-rate (per credit, 1-11 credits)	\$133.76	\$133.76	\$0.00	0.00%
Within bulk-rate (per semester)	\$1,605.12	\$1,605.12	\$0.00	0.00%
Credits in excess of bulk (per credit)	\$133.76	\$133.76	\$0.00	0.00%

**Note:**

1. The Affordable Tuition Advantage rate is offered to students from the following counties: Allegheny, Armstrong, Beaver, Butler, Clarion, Crawford, Erie, Fayette, Forest, Greene, Indiana, Jefferson, Lawrence, Mercer, Venango, Warren, Washington and Westmoreland counties in Pennsylvania; Chautauqua County in New York; and Brooke, Hancock, Marshall and Ohio counties in West Virginia.

2. Although the graduate bulk-rate band is 12-16 hours, graduate students are full-time for academic purposes at 9 credit hours and above.

**YOUNGSTOWN STATE UNIVERSITY  
Non-Resident Tuition Surcharge**

GRADUATE <sup>2</sup>	FY 2014	FY 2016 <sup>1</sup>		
	Actual	Proposed	S Change	%Change
<b>Non-Regional</b>				
Below bulk-rate (per credit, 1-11 credits)	\$133.76	\$258.76	\$125.00	93.45%
Within bulk-rate (per semester)	\$1,605.12	\$3,105.12	\$1,500.00	93.45%
Credits in excess of bulk (per credit)	\$133.76	\$258.76	\$125.00	93.45%

**Note:**

1. Early approval is requested to modify this fee in FY 2016 in order to allow adequate time to communicate changes to current and prospective non-resident students from outside the Affordable Tuition Advantage region.
2. Although the graduate bulk-rate band is 12-16 hours, graduate students are full-time for academic purposes at 9 credit hours and above.

**YOUNGSTOWN STATE UNIVERSITY**  
**Distance Education Program Fees**

Fee Description	FY 2014 Actual	FY 2015		
		Proposed	\$ Change	% Change
<b>UNDERGRADUATE</b>				
<b>BULK-RATE TUITION &amp; MANDATORY FEES</b>				
Instructional Fee (per semester, 12-16 credit hours)	\$3,180.00	\$3,240.00	\$60.00	1.89%
Program Fee (per semester, 12-16 credit hours)	\$480.00	\$480.00	\$0.00	0.00%
Information Services Fee (per semester, 12-16 credit hours)	\$114.48	\$120.00	\$5.52	4.82%
<b>Full-time tuition &amp; mandatory fees</b>	<b>\$3,774.48</b>	<b>\$3,840.00</b>	<b>\$65.52</b>	<b>1.74%</b>
<b>TUITION &amp; MANDATORY FEES (outside bulk-rate)</b>				
Instructional Fee (per credit hour, 1-11 hours)	\$265.00	\$270.00	\$5.00	1.89%
Program Fee (per credit hour, 1-11 hours)	\$40.00	\$40.00	\$0.00	0.00%
Information Services Fee (per credit hour)	\$9.54	\$10.00	\$0.46	4.82%
<b>GRADUATE</b>				
<b>BULK-RATE TUITION &amp; MANDATORY FEES</b>				
Instructional Fee (per semester, 12-16 credit hours)	\$4,512.84	\$4,637.16	\$124.32	2.75%
Program Fee (per semester, 12-16 credit hours)	\$480.00	\$480.00	\$0.00	0.00%
Information Services Fee (per semester, 12-16 credit hours)	\$114.48	\$120.00	\$5.52	4.82%
<b>Full-time tuition &amp; mandatory fees</b>	<b>\$5,107.32</b>	<b>\$5,237.16</b>	<b>\$129.84</b>	<b>2.54%</b>
<b>TUITION &amp; MANDATORY FEES (outside bulk-rate)</b>				
Instructional Fee (per credit hour, 1-11 hours)	\$376.07	\$386.43	\$10.36	2.75%
Program Fee (per credit hour, 1-11 hours)	\$40.00	\$40.00	\$0.00	0.00%
Information Services Fee (per credit hour)	\$9.54	\$10.00	\$0.46	4.82%
<b>NONRESIDENT SURCHARGE</b>				
<b>Bulk-Rate for Undergraduate and Graduate</b>				
Level 1 (per semester, 12-16 credit hours)	\$3,122.40	\$3,122.40	\$0.00	0.00%
Level 2 (per semester, 12-16 credit hours)	\$3,194.40	\$3,194.40	\$0.00	0.00%
Level 3 (per semester, 12-16 credit hours)	\$3,338.40	\$3,338.40	\$0.00	0.00%
Level 4 (per semester, 12-16 credit hours)	\$3,518.40	\$3,518.40	\$0.00	0.00%
Level 5 (per semester, 12-16 credit hours)	\$3,698.40	\$3,698.40	\$0.00	0.00%
<b>NONRESIDENT SURCHARGE</b>				
<b>Outside Bulk-Rate for Undergraduate and Graduate</b>				
Level 1 (per credit hour, 1-11 hours)	\$260.20	\$260.20	\$0.00	0.00%
Level 2 (per credit hour, 1-11 hours)	\$266.20	\$266.20	\$0.00	0.00%
Level 3 (per credit hour, 1-11 hours)	\$278.20	\$278.20	\$0.00	0.00%
Level 4 (per credit hour, 1-11 hours)	\$293.20	\$293.20	\$0.00	0.00%
Level 5 (per credit hour, 1-11 hours)	\$308.20	\$308.20	\$0.00	0.00%



**YOUNGSTOWN STATE UNIVERSITY**  
**Housing Charges**

Fee Description	FY 2014 Actual	FY 2015		
		Proposed	\$ Change	%Change
<b>Room &amp; Board</b> (per academic year)	\$8,475	\$8,645	\$170.00	2.01%
<b>Residence Hall Security Deposit</b> (academic year and/or summer)	\$200	\$200	\$0.00	0.00%
<b>Single Room Surcharge</b>	\$875	\$875	\$0.00	0.00%
<b>Weller House Apartments</b> (per Academic Year-room only)	\$6,890	\$7,000	\$110.00	1.60%
<b>Student Housing During Academic Breaks</b>				
1 - 3 days (no meals, per day)	\$25	\$25	\$0.00	0.00%
Per week (7 meals per week)	\$200	\$200	\$0.00	0.00%
<b>Summer</b>				
Room and Board (10 meals per week)	\$245	\$250	\$5.00	2.04%
Apartments (room only, per person, per week)	\$200	\$200	\$0.00	0.00%

**YOUNGSTOWN STATE UNIVERSITY**  
**Other Fees, Charges and Fines**

**Schedule 7**

<b>Fee Description</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Proposed</b>	<b>Change</b>
ACT Test Fee	\$40.00	\$40.00	\$0.00
Applied Music Fee (per credit, plus tuition)	\$75.00	\$75.00	\$0.00
<b>Beeghly College of Education Graduate Regional Delivery Fees:</b>			
Level 1 (per credit hour)	\$10.00	\$10.00	\$0.00
Level 2 (per credit hour)	\$20.00	\$20.00	\$0.00
Level 3 (per credit hour)	\$35.00	\$35.00	\$0.00
Level 4 (per credit hour)	\$60.00	\$60.00	\$0.00
Level 5 (per credit hour)	\$75.00	\$75.00	\$0.00
Level 6 (per credit hour)	\$100.00	\$100.00	\$0.00
Level 7 (per credit hour)	\$125.00	\$125.00	\$0.00
Level 8 (per credit hour)	\$160.00	\$160.00	\$0.00
<b>Bookstore Textbook Rental Fees:</b>			
Late Return Fee	\$35.00	\$35.00	\$0.00
Replacement Fee	Retail price less rental fee paid		\$0.00
Check Replacement Fee	\$25.00	\$25.00	\$0.00
Child Preschool Lab Fee (per semester)	\$150.00	\$150.00	\$0.00
College Level Examination Program Test Fee (CLEP)	\$25.00	\$25.00	\$0.00
<b>Community Counseling Clinic Client Fees (per client):</b>			
Level 1	\$1.00	\$1.00	\$0.00
Level 2	\$5.00	\$5.00	\$0.00
Level 3	\$10.00	\$10.00	\$0.00
College in High School (per credit hour)	\$49.00	\$49.00	\$0.00
Computer-based Placement Re-Test Fee (per test)	\$20.00	\$20.00	\$0.00
Counseling Prep Comprehensive Exam	\$40.00	\$40.00	\$0.00
<b>Course Fees (per course)</b>			
Lab & Materials Fee Level 1	\$35.00	\$35.00	\$0.00
Lab & Materials Fee Level 2	\$50.00	\$50.00	\$0.00
Lab & Materials Fee Level 3	\$65.00	\$65.00	\$0.00
Lab & Materials Fee Level 4 (gross anatomy)	\$187.00	\$187.00	\$0.00
Lab & Materials Fee Level 7	\$20.00	\$20.00	\$0.00
Lab & Materials Fee Level 8	\$85.00	\$85.00	\$0.00
Lab & Materials Fee Level 9	\$25.00	\$25.00	\$0.00
Lab & Materials Fee Level 10 (nursing clinical)	\$200.00	\$200.00	\$0.00
Lab & Materials Fee Level 11 (Co-Op)	\$350.00	\$350.00	\$0.00
Lab & Materials Fee Level 12	\$300.00	\$300.00	\$0.00
Lab & Materials Fee Level 13	N/A	\$100.00	New
Credit by Examination (per credit)	\$20.00	\$20.00	\$0.00
Credit Card Convenience Fee (student accounts only)	2.75%	2.75%	0.00%
Duplicate Diploma Fee	\$40.00	\$40.00	\$0.00
Equipment & Materials Replacement Fee	Market value	Market value	\$0.00
Federal Background Check	\$28.00	\$28.00	\$0.00
Fingerprinting Web Check Fee (per occurrence)	\$37.00	\$37.00	\$0.00
Graduate Student Application Fee	\$40.00	\$40.00	\$0.00
Graduation Fee	\$65.00	\$65.00	\$0.00
HPE Equipment Replacement Fee	Market value	Market value	\$0.00
Installment Plan Fee (maximum)	\$45.00	\$45.00	\$0.00
International Student Credential Evaluation Fee-Graduate	\$45.00	\$45.00	\$0.00
International Student Credential Evaluation Fee-Undergrad.	\$75.00	\$75.00	\$0.00

**YOUNGSTOWN STATE UNIVERSITY**  
**Other Fees, Charges and Fines**

**Schedule 7**

Fee Description	FY 2014 Actual	FY 2015 Proposed	Change
Late Class Add Fee (per course)	\$50.00	\$50.00	\$0.00
Late Graduation Application Fee (after 3rd week)	\$38.50	\$38.50	\$0.00
Late Payment Fee	\$50.00	\$50.00	\$0.00
Late Registration Fee	\$75.00	\$75.00	\$0.00
Library Fines:			
Replacement Processing Fee	\$10.00	\$10.00	\$0.00
Overdue InterLibrary Loan Material (per day)	\$0.05	\$0.05	\$0.00
Overdue Maag/Depository Material (per day)	\$0.10	\$0.10	\$0.00
Overdue Textbook (\$0.55 per day, maximum fine \$100)	\$0.55	\$0.55	\$0.00
Overdue OhioLINK Material (per day)	\$0.50	\$0.50	\$0.00
Overdue Reserve Material (per day)	\$0.55	\$0.55	\$0.00
Overdue Closed Reserve Material (per hour)	\$0.55	\$0.55	\$0.00
Library Material Replacement Fee	Market Value	Market Value	\$0.00
OhioLINK Material Replacement Fee	\$110.00	\$110.00	\$0.00
Library Study Carrel Rental	\$25.00	\$25.00	\$0.00
MAT Test Fee	\$75.00	\$75.00	\$0.00
MBA Program Fee (per credit hour)	\$40.00	\$40.00	\$0.00
Ohio Attorney General Payment Fee	N/A	Variable	New
Parking & Transportation Fees:			
Transportation Fees:			
Students, Fall & Spring Terms, mandatory if enrolled in 6 or more credits	\$115.00	\$115.00	\$0.00
Students, Summer Term, mandatory if enrolled in 6 or more credits	\$58.00	\$58.00	\$0.00
Parking Permits:			
Students, Fall & Spring Terms, optional if enrolled in 0-5 credits	\$115.00	\$115.00	\$0.00
Students, Summer Term, optional if enrolled in 0-5 credits	\$58.00	\$58.00	\$0.00
Employees, per semester	\$85.00	\$85.00	\$0.00
Contract employees, per semester, Fall & Spring	\$115.00	\$115.00	\$0.00
Contract employees, Summer term	\$58.00	\$58.00	\$0.00
Control Card Replacement	\$5.00	\$5.00	\$0.00
Visitors, Daily/Special Event (per day)	\$5.00	\$5.00	\$0.00
Visitors, Weekly/Special Event (per week)	\$20.00	\$20.00	\$0.00
Parking Violations:			
Class I (minor violation, 1st offense)	\$25.00	\$25.00	\$0.00
Class I (minor violation, 2nd offense)	\$30.00	\$30.00	\$0.00
Class I (minor violation, 3rd offense)	\$35.00	\$35.00	\$0.00
Class II (major violations)	\$100.00	\$100.00	\$0.00
Class III (legal violations)	\$150.00	\$150.00	\$0.00
PC Data Recovery Service Fee	\$100.00	\$100.00	\$0.00
PC Remediation Service Fee	\$75.00	\$75.00	\$0.00
Peace Officers Training Academy	\$300.00	\$300.00	\$0.00
Photo I.D. Replacement Charge	\$25.00	\$25.00	\$0.00
Physical Therapy Doctoral Acceptance Deposit	\$500.00	\$500.00	\$0.00
Processing/Matriculation Fee (per semester)	\$80.00	\$80.00	\$0.00
Proficiency Examination (per course)	\$45.00	\$45.00	\$0.00
Quantity Foods Luncheon	\$8.50	\$8.50	\$0.00
Quantity Foods Dinner	\$10.00	\$10.00	\$0.00
Reading Tutoring Fee	\$38.00	\$38.00	\$0.00
Returned Check or Credit Card Fee	\$30.00	\$30.00	\$0.00

**YOUNGSTOWN STATE UNIVERSITY**  
**Other Fees, Charges and Fines**

**Schedule 7**

<b>Fee Description</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Proposed</b>	<b>Change</b>
Rich Autism Center Pre-School Program (per week)	\$125.00	\$125.00	\$0.00
Student Locker Rental (per year)	\$25.00	\$25.00	\$0.00
<b>Study Abroad Fee:</b>			
Level 1 (YSU faculty-led short-term field study)	\$45.00	\$45.00	\$0.00
Level 2 (College Consortium in International Studies)	\$75.00	\$75.00	\$0.00
Level 3 (YSU direct agreement or exchange program)	\$150.00	\$150.00	\$0.00
Thesis Binding Fee	\$25.00	\$25.00	\$0.00
Transcript Fee	\$6.00	\$6.00	\$0.00
Transcript Rush Fee (same-day processing)	\$12.00	\$12.00	\$0.00
Transcript Rush Fee (overnight express)	\$35.00	\$35.00	\$0.00
Transfer Processing/Matriculation Fee	\$25.00	\$35.00	\$10.00
Undergraduate Application Fee (first time applicant)	\$40.00	\$40.00	\$0.00
Youngstown Early College (per credit hour)	\$105.31	\$106.00	\$0.69
Youngstown Early College (full-time bulk rate, 12-16 hours)	\$1,263.72	\$1,272.00	\$8.28

**RESOLUTION TO APPROVE INTERFUND TRANSFERS**

**WHEREAS**, Policy Number 3010.01, Budget Transfers, of the *University Guidebook*, requires Board of Trustees approval for interfund transfers of \$100,000 or more for operating purposes or for any purpose other than a specific capital improvement project and for capital improvements or construction projects of \$500,000 or more:

**WHEREAS**, certain accounting adjustments and transfers outside the operating budget are necessary:

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve transfers outside the operating budget, as detailed in Exhibit **E**.



**YOUNGSTOWN STATE UNIVERSITY**  
**Interfund Transfers Requiring Board Approval**  
**Transfers Outside of the Operating Budget**  
**Requested Transfers for Third Quarter 2014**

<b>FROM</b>	<b>TO</b>	<b>AMOUNT</b>	<b>REASON</b>
General Fund Operating Reserve (Quasi-Endowment Fund)	Health Care Reserve (Quasi-Endowment Fund)	\$2,215,441	Transfer to isolate the positive variance between actual FY2013 health care expenses and the fully insured equivalent funding estimate, as required by existing labor agreements.

**RESOLUTION TO APPROVE THE SCOPE OF  
THE MELNICK HALL RENOVATION PROJECT**

**WHEREAS**, House Bill 482 appropriated \$2,500,000 in state capital funds specifically for the renovation of Melnick Hall on the campus of Youngstown State University; and

**WHEREAS**, the scope of the Melnick Hall project shall include basic improvements to the building, including the replacement of the existing roof and the addition of an elevator; and

**WHEREAS**, the scope of the project shall also include renovations allowing for the relocation of the WYSU radio station to Melnick Hall; and

**WHEREAS**, the relocation of the WYSU radio station will facilitate the relocation of the Melnick Medical Museum to Cushwa Hall; and

**WHEREAS**, the scope of the project shall allow for the creation of other usable space that may be utilized as, but not limited to, temporary swing space; and

**WHEREAS**, the project budget shall include, but not be limited to, available state capital appropriations and philanthropic gifts that may be appropriate for related construction or equipment needs.

**NOW, THEREFORE, BE IT RESOLVED**, that the Melnick Hall project, as described above is hereby approved by the Youngstown State University Board of Trustees.

**RESOLUTION TO APPROVE RECOMMENDED  
REBALANCING OF LONG-TERM INVESTMENT  
POOL TARGETS AND RANGES**

**WHEREAS**, the University’s Asset Allocation Guidelines prescribe a set of targets and allocation ranges for long-term asset classes, including equity, fixed income and cash; and

**WHEREAS**, the University’s investment advisors, Hartland & Co. have recommended changes to said targets and ranges as a way of rebalancing the University’s long-term investment portfolio; and

**WHEREAS**, the recommended changes are consistent with the University’s long-term investment strategy.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the recommended targets and allocation ranges per the chart below.

**Long-Term / Reserves Pool**

<u>Asset Class / Investment Strategy</u>	<u>Pool Target</u>	<u>Allocation % - pool</u>	<u>% Total</u>
Total Domestic Equity	27%	0 - 35%	
Total International Equity	8%	0 - 15%	
Total Equity	35%	0 - 45%	
Total ST Fixed Income	40%	35 - 55%	
Total Int. Fixed Income	25%	20 - 40%	
Cash	0%	0 - 5%	
Total	100%	100%	50 - 75%



**DIVIDER**

**University Affairs  
Committee**

**RESOLUTION TO MODIFY  
DESIGNATION OF MOVEABLE  
UNIVERSITY HOLIDAYS POLICY**

**WHEREAS**, the Institutional 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;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing Designation of Moveable University Holidays, policy number 7007.01 of the *University Guidebook*, shown as Exhibit F attached hereto. A copy of the policy indicating changes to be made is also attached.

## **UNIVERSITY GUIDEBOOK**

<b>Title of Policy:</b>	<b>Designation of Moveable University Holidays</b>
Responsible Division/Office:	Human Resources
Approving Officer:	Vice President for Finance and Administration
<i>Revision History:</i>	March 1998; December 2009; March 2014
Resolution Number(s):	YR 1998-57; YR 2010-37; YR 2014-
Board Committee:	University Affairs
<b>EFFECTIVE DATE:</b>	March 12, 2014
Next Review:	2019

**Policy:** The Board of Trustees has been authorized by Section 124.19 of the *Ohio Revised Code* to observe certain paid holidays on days other than their customary date of observance. Pursuant to State law, the Board authorizes the President to move observance of these movable paid holidays to days that most favorably meet the needs of the University community.

**Parameters:** The movable paid holidays include:

- Martin Luther King, Jr. Day (third Monday in January)
- Presidents' Day (third Monday in February)
- Columbus Day (second Monday in October)

**Procedures:**

1. The President, on the recommendation of the Provost, will designate which of the paid holidays will be moved to better meet the needs of the academic calendar.
2. Annually, the Office of Human Resources will issue a complete listing of the paid University holidays to the Board of Trustees and members of the University community.

**Agenda Item E.4.a  
Exhibit F**

REDLINE VERSION  
**UNIVERSITY GUIDEBOOK**

<b>Title of Policy:</b>	<b>Designation of Moveable University Holidays</b>
Responsible Division/Office:	Human Resources
Approving Officer:	Vice President for Finance and Administration
<i>Revision History:</i>	March 1998; December 2009; March 2014
Resolution Number(s):	YR 1998-57; YR 2010-37; YR 2014-
Board Committee:	University Affairs
<b>EFFECTIVE DATE:</b>	March 12, 2014
Next Review:	2019

**Policy:** The Board of Trustees has been authorized by Section 124.19 of the *Ohio Revised Code* to observe certain paid holidays on days other than their **customary date of observance specified in this Section**. **In turn Pursuant to State law**, the Board authorizes the President to **make move observance of these movable paid holidays to days any changes** that most favorably meet the needs of the University community.

**Parameters:** The movable paid holidays include:

- Martin Luther King, Jr. Day (third Monday in January)
- Presidents' Day (third Monday in February)
- Columbus Day (second Monday in October)

**Procedures:**

1. The President, on the recommendation of the Provost, will designate which of the paid holidays will be moved to better meet the needs of the academic calendar.
2. Annually, the Office of Human Resources will **distribute issue** a complete listing of the paid University holidays to the Board of Trustees and members of the University community.

**RESOLUTION TO MODIFY  
COMPENSATION AND SALARY  
STUDIES/PLANS POLICY**

**WHEREAS**, the Institutional 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;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing Compensation and Salary Studies, policy number 7020.01 of the *University Guidebook*, to be retitled as Compensation and Salary Studies/Plans, shown as Exhibit G attached hereto. A copy of the policy indicating changes to be made is also attached.

## **UNIVERSITY GUIDEBOOK**

<b>Title of Policy:</b>	<b>Compensation and Salary Studies/Plans</b>
<b>Responsible Division/Office:</b>	Human Resources
<b>Approving Officer:</b>	Vice President for Finance and Administration
<b>Revision History:</b>	October 1998; December 2009; March 2014
<b>Resolution Number(s):</b>	YR 1999-112; YR 2010-37; YR 2014-
<b>Board Committee:</b>	University Affairs
<b>EFFECTIVE DATE:</b>	March 12, 2014
<b>Next Review:</b>	2019

**Policy:** The Board of Trustees recognizes the need to have appropriate compensation and salary plans for all employees and employee groups, and has authorized the President, or his/her designee, to develop such plans.

**Definition:** Employee groups include faculty, professional/administrative staff, and classified civil service staff.

**Parameters:**

- Compensation and salary studies will be based upon external comparable markets and employee groups as determined by the University.
- Compensation and salary plans will attempt to provide internal parity for positions with comparable skills, duties and responsibilities.
- Compensation and salary made available to employees will be consistent with the fiscal ability of the University to support such plans.

**Procedure:**

The President will periodically designate the individual(s) responsible for reviewing compensation and salary of employee groups.

REDLINE VERSION  
**UNIVERSITY GUIDEBOOK**

<b>Title of Policy:</b>	<b>Compensation and Salary Studies/<b>Plans</b></b>
Responsible Division/Office:	Human Resources
Approving Officer:	Vice President for Finance and Administration
<i>Revision History:</i>	October 1998; December 2009; March 2014
Resolution Number(s):	YR 1999-112; YR 2010-37; YR 2014-
Board Committee:	University Affairs
<b>EFFECTIVE DATE:</b>	March 12, 2014
Next Review:	2019

**Policy:** The Board of Trustees recognizes the need to have appropriate compensation **and salary** plans for all employees and employee groups, and has authorized the President, or **his/her** designee, to develop such plans.

**Definition:** Employee groups include faculty, professional/administrative staff, and classified civil service staff.

**Parameters:**

- Compensation and salary studies will be based upon **external** comparable markets **and employee groups** as determined by the University ~~that are applicable to the institution and respective employee groups.~~
- Compensation and salary plans will attempt to provide **internal** parity for positions with comparable **skills**, duties and responsibilities.
- Compensation and salary made available to employees will be consistent with the fiscal ability of the University to support such plans.

**Procedure:**

The President will periodically designate the individual(s) responsible for reviewing compensation and salary of employee groups.

**RESOLUTION TO MODIFY  
ACTING PRESIDENT POLICY**

**WHEREAS**, the Institutional 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;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing Acting President, policy number 9004.01 of the *University Guidebook*, shown as Exhibit H attached hereto. A copy of the policy indicating changes to be made is also attached.



**UNIVERSITY GUIDEBOOK**

<b>Title of Policy:</b>	<b>Acting President</b>
Responsible Division/Office:	Office of the President
Approving Officer:	President
<i>Revision History:</i>	January 1999; February 2009; March 2014
Resolution Number(s):	YR 1999-68; YR 2009-33; YR 2014-
Board Committee:	University Affairs
<b>EFFECTIVE DATE:</b>	March 12, 2014
Next Review:	2019

**Policy:** Whenever the President intends to be absent from the University for five working days or more an Executive Officer of the University will be designated as Acting President.

**Definition:** In addition to the President, the Executive Officers of the University include the Provost/Vice President for Academic Affairs, the Vice President for Finance and Administration, the Vice President for University Advancement, the Vice President for Student Affairs, and the University General Counsel.

**Parameters:**

- The President will prepare the appropriate notification to send to the Board of Trustees with a copy to the Executive Officer designated to serve as Acting President. Such notification will include any parameters or cautions deemed appropriate by the President.
- The Acting President shall have authority to act on behalf of the President in conformity with the notification of designation.

**Agenda Item E.4.c**  
**Exhibit H**

REDLINE VERSION  
**UNIVERSITY GUIDEBOOK**

<b>Title of Policy:</b>	<b>Acting President</b>
Responsible Division/Office:	Office of the President
Approving Officer:	President
<i>Revision History:</i>	January 1999; February 2009; March 2014
Resolution Number(s):	YR 1999-68; YR 2009-33; YR 2014-
Board Committee:	University Affairs
<b>EFFECTIVE DATE:</b>	March 12, 2014
Next Review:	2019

**Policy:** Whenever the President intends to be absent from the University for ~~three~~ **five** working days or more an Executive Officer of the University will be designated as Acting President.

**Definition:** In addition to the President, the Executive Officers of the University include the Provost/Vice President for Academic Affairs, the Vice President for Finance and Administration, the Vice President for University Advancement, the Vice President for Student Affairs, and the University General Counsel.

**Parameters:**

- The President will prepare the appropriate notification to send to the Board of Trustees with a copy to the Executive Officer designated to serve as Acting President. Such notification will include any parameters or cautions deemed appropriate by the President.
- The Acting President shall have authority to act on behalf of the President in conformity with the notification of designation.

**RESOLUTION TO APPROVE THE CREATION AND RECRUITMENT  
OF A STUDENT SUPPORT SPECIALIST  
FOR THE OFFICE OF DISTANCE EDUCATION**

**WHEREAS**, Youngstown State University's Office of Distance Education currently has seven fully-online programs, with two new programs being launched in Fall 2014; and

**WHEREAS**, the Office of Distance Education requires a Student Support Specialist to assist in the recruitment and retention of students who will be earning degrees completely online; and

**WHEREAS**, the person in this position will support students in their educational pursuit each semester from enrollment until they have reached their academic goals, including, but not limited to, student services, registration, program changes, tracking cohorts, transfer credits, and monitoring academic progress; and

**WHEREAS**, the position of Student Support Specialist is important to the future growth of YSU's distance education program;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby authorize the approval to conduct a search for the position of Student Support Specialist for the Office of Distance Education.

**PROFESSIONAL/ADMINISTRATIVE STAFF  
POSITION DESCRIPTION**

Page 1 of 2



YOUNGSTOWN STATE UNIVERSITY

**Issue Date:** 9/13  
**Salary Range:** E2 \$43,805  
APAS  
**Reviewed By:** MR/CT

**TITLE:** Student Support Specialist

**DEPARTMENT:** Distance Education

**JOB SUMMARY:**

Provides proactive outreach and client services to new and current students; contributing to greater student satisfaction and retention of students within Youngstown State University's Distance Education Programs.

**ESSENTIAL FUNCTIONS & RESPONSIBILITIES:**

Supports students on their educational pursuits through full-life cycle assistance, each semester, until they have reached their academic goals. These efforts may include assisting with, but are not limited to: student services, registration, program changes, tracking cohorts, transfer credits, and monitoring academic progress.

Serves as a liaison between the student and the University.

Works closely with the program coordinators and supports their efforts in working with the applicant/students.

More specific duties may include:

1. Conversion of prospective distance education students to an enrolled status by assisting them at the point of inquiry throughout their academic career.
2. Acting as an ombudsperson for students in distance education programs in dealing with all campus offices.
3. Maintaining term enrollment statistics.
4. Responding to incoming email and telephone calls within 24-48 hours.
5. Maintaining and delivering accurate information to students on Youngstown State University's policies and procedures.
6. Serving as liaison between the Office of Distance Education, the academic departments, University Administration and corporate partners/constituents.
7. Providing comprehensive, timely and high quality service when working with internal and external units/individuals.
8. Ensuring individual and unit goals are being achieved on a daily basis.
9. Actively supporting registration and retention efforts.
10. Support the Strategic Plan and Mission of Youngstown State University.

**OTHER FUNCTIONS & RESPONSIBILITIES:**

Performs other related duties as assigned.

**SUPERVISION GIVEN:** None

**Agenda Item E.4.d  
Support Material**

**PROFESSIONAL/ADMINISTRATIVE STAFF  
POSITION DESCRIPTION**

Page 2 of 2

**PHYSICAL REQUIREMENTS:** None .

**TITLE:** Student Support Specialist

**REPORTS TO:** Director

**REQUIRED CERTIFICATIONS AND/OR LICENSURES:** None

**MINIMUM QUALIFICATIONS:**

- Requires a minimum of a BA/BS Degree; Must possess a strong work ethic, organizational skills, written and oral communication, and interpersonal skills.
- Must be able to demonstrate problems solving skill from a service perspective.
- Must be proficient in the MS Office Suite and have experience using the Internet.
- Student Centered in view point.

**DESIRED QUALIFICATIONS:**

- Masters Degree preferred
- Have the ability to multitask.
- Prior experience working within a higher education setting is preferred.
- Prior experience within a distance education classroom environment is preferred.
- Proficient in the use of a CRM (customer relations management) system.



**RESOLUTION TO APPROVE THE CREATION AND  
RECRUITMENT OF AN ASSOCIATE DIRECTOR OF  
OPEN SOURCE SYSTEMS AND WEB PROGRAMMING**

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby authorize the University to recruit an Associate Director of Open Source Systems and Web Programming.

**PROFESSIONAL/ADMINISTRATIVE STAFF  
POSITION DESCRIPTION**

Page 1 of 3



YOUNGSTOWN STATE UNIVERSITY

**Issue Date:**

**Salary Range:** H8 \$84,510

**Reviewed By:** KS/SL

**TITLE:** Associate Director of Open Source Systems & Web Programming

**DEPARTMENT:** Information Technology Services

**JOB SUMMARY:**

Foster and supports growth in the use of the university Open Source Systems and other web-based content delivery tools (such as Drupal and WordPress) used by YSU faculty and staff. Supervise the Open Source Systems support team, coordinate and facilitate one-on-one and group workshop training sessions, and ensure timely response to phone and on-line support requests. Assist in the development and implementation of related policies and procedures. Compile evaluative data regarding use and support of Open Source technologies.

**ESSENTIAL FUNCTIONS & RESPONSIBILITIES:**

Provide ITS leadership for the implementation and support of Open Source & web-based systems. This includes all phases of planning, budgeting, development, training, piloting, and implementation.

In collaboration with the Office of Distance Education, other academic entities, ITS support teams, and administrative offices work with and support faculty and staff as they design, develop, and implement instructional projects for web-based delivery and academic process improvement.

Design, develop, and deliver training content on web-based instruction technology for faculty & staff. Topics on a range of topics from basic techniques to advanced techniques delivered via a variety of methods including face-to-face, on-line, or in hybrid style.

Provide technical administer the online learning management system by providing a variety of technical support for faculty and staff, proper installation and upgrade maintenance, ensuring minimum downtime, and consulting with the Office of Distance Education in creation and design of Internet courses and resources.

Consult with departments or colleges during planning to use Open Source solutions.

Serves as project manager and developer for specific web-based projects that benefit a department, a college, or the university.

Provide training, coaching, and day-to-day direction for permanent and student staff.

Manage troubleshooting of Open Source & Web systems.

**OTHER FUNCTIONS & RESPONSIBILITIES:**

Performs other related duties as assigned.

**SUPERVISION EXERCISED:** Supervises on Professional/Administrative employee.

**REPORTS TO:** Chief Technology Officer

**Agenda Item E.4.e  
Support Material**

**Issued to:**

**PROFESSIONAL/ADMINISTRATIVE STAFF  
POSITION DESCRIPTION**

Page 2 of 3

**TITLE:** Associate Director of Open Source Systems & Web Programming

**PHYSICAL REQUIREMENTS:**

None

**REQUIRED CERTIFICATIONS AND/OR LICENSURES:**

None

**MINIMUM QUALIFICATIONS:**

Bachelor's degree in a related field and 3 years experience in open source and or web programming design and development. Excellent interpersonal skills and verbal and written communication skills.

**PREFERRED QUALIFICATIONS:**

Master's Degree in a related field.

Demonstrated experience in the use of an eLearning Management System such as Sakai, BlackBoard, Web CT, Desire to Learn, Moodle, or Angel.

Demonstrated experience in the use of an Open Source ERP systems such as Quali.

Demonstrated experience in the use of an Open Source systems for document asset management such as DSpace, photo and video management systems such as ResourceSpace and or Kaltura. Etc..

Demonstrated experience required in the following: Preparing, and delivering instruction for traditional and web-based course content delivery environments, preferably in higher education with an emphasis on quality content and delivery.

Demonstrated experience in the administration and support of an eLearning Management System such as Sakai, BlackBoard, Web CT, Desire to Learn, Moodle, or Angel.

Demonstrated systems analysis skills, project management, and experience implementing and supporting on-line systems.

Experience in supervision of professional and clerical staff.

Demonstrated experience with ERP systems in higher education.

Preparation of written and on-line documentation

Strong teaching and presentation skills

Good organization skills, self-directed learner, and customer-service oriented

Ability to work collaboratively in teams and work on simultaneous projects

Ability to work under pressure to meet hourly, daily, weekly, and monthly deadlines without direction and make good judgment decisions

**Issued to:**



**PROFESSIONAL/ADMINISTRATIVE STAFF  
POSITION DESCRIPTION**

Page 3 of 3

**TITLE:** Associate Director of Open Source Systems & Web Programming

Ability to identify needed action without direction

Must be motivated and have strong interest in contributing to the success of the University

Experience preferred in the following: Evaluating instructional materials, including technology-driven courseware. Using Web development tools, including HTML. Designing and delivering course materials using a learning management system. Digitizing content for instructional uses. Using multiple desktop operating environments, such as: Windows, Macintosh, and UNIX

**Issued to:**



**RESOLUTION TO APPROVE THE CREATION AND  
RECRUITMENT OF AN ASSOCIATE DIRECTOR OF  
INSTITUTIONAL RESEARCH AND ANALYTICS**

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby authorize the University to recruit an Associate Director of Institutional Research and Analytics.

**Board of Trustees Meeting  
March 12, 2014  
YR 2014-**

**Agenda Item E.4.f**

**PROFESSIONAL/ADMINISTRATIVE STAFF  
POSITION DESCRIPTION**

Page 1 of 2



YOUNGSTOWN STATE UNIVERSITY

**Issue Date:**

**Salary Range:** I-7 \$84,114

**Reviewed By:** KS/SL

**TITLE:** Associate Director

**DEPARTMENT:** Institutional Research & Analytics

**JOB SUMMARY:**

Provides leadership in the collection, interpretation, analysis, use, and dissemination of university-wide data in support of enrollment management, academic program development, institutional accountability, financial planning, and the overall strategic decision-making process.

**ESSENTIAL FUNCTIONS & RESPONSIBILITIES:**

Establishes methodologies for extracting, analyzing, and communicating data to state, federal, and other external constituencies.

Establishes standards for internal reporting and design of studies to support financial and academic planning and assessment.

Promotes and facilitates a data driven culture contributing to the strategic decision making processes of the institution.

Ensures that all published data to external organizations and agencies is properly and accurately documented, archived, and managed.

Designs instruments and analyzes institutional data for purposes of identifying and interpreting data trends, preparing longitudinal analysis, developing demographic profiles, and responding to changes in state and federal policies.

Collaborates with functional areas to meet program and department data, research, and analysis needs. Manages all survey instruments and reporting analysis for academic and administrative departments. Ensures that all departmental or constituency-based surveys meet University standards for surveys, reports and ability to provide in depth analyses.

Oversees University's Data Governance Council.

Responsible for the operation of Institutional Research and Analytics including the supervision of staff, preparation of mandatory state and federal reports, and the management of a business intelligence reporting environment specific to the needs of the University.

Supervises IR&A staff and assignments to assure completion of State & Federal mandated reporting requirements. Sets and manages priorities of University reporting projects.

Maintains & executes annual team professional development plan.

**OTHER FUNCTIONS & RESPONSIBILITIES:**

Performs other related duties as assigned.

**Agenda Item E.4.f  
Support Material**

**Issued to:**

**PROFESSIONAL/ADMINISTRATIVE STAFF  
POSITION DESCRIPTION**

Page 2 of 2

**TITLE:** Associate Director

**SUPERVISION EXERCISED:**

Administrative and functional supervision is exercised over (2.0 FTE) professional/administrative and (1.5 FTE) classified positions.

**REPORTS TO:** Director of Computer Services

**PHYSICAL REQUIREMENTS:**

None

**REQUIRED CERTIFICATIONS AND/OR LICENSURES:**

None

**MINIMUM QUALIFICATIONS:**

Bachelor's Degree and a minimum of five (5) years experience in institutional research or business intelligence.

**PREFERRED QUALIFICATIONS:**

Master's degree in Business Management, Mathematics, or related field with professional level work at post-secondary academic institution.

**Issued to:**

**RESOLUTION TO RATIFY  
APPOINTMENTS**

**WHEREAS**, the *Policies of the Board of Trustees* direct the President to appoint such employees as are necessary to effectively carry out the operation of the University; and

**WHEREAS**, new appointments have been made subsequent to the December 18, 2013, meeting of the Board of Trustees; and

**WHEREAS**, such appointments are in accordance with the 2013-2014 Budget and with the University policy on Equal Employment Opportunity;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby ratify and confirm the appointments as listed in Exhibit I attached hereto.

## **SUMMARY OF PERSONNEL ACTIONS**

### **Appointments – 7**

#### **New Positions - 3**

- Professional/Administrative - 3
  - Academic Advisor, CLASS
  - Associate VP for Enrollment Planning and Management, Student Affairs
  - Associate Dean, CLASS (part-time)

#### **Replacement Positions - 4**

- Professional/Administrative - 3
- Classified Civil Service - 1

### **Separations – 14**

#### **Retirement - 4**

- Classified Civil Service - 1
- Professional/Administrative - 3

#### **Resignation - 6**

- Professional/Administrative - 4
- Classified Civil Service - 2

#### **Layoff - 2**

- Classified Civil Service - 2

#### **Non-renewal - 2**

- Professional/Administrative - 2

**YOUNGSTOWN STATE UNIVERSITY  
FACULTY  
PERSONNEL ACTIONS**

**APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL**

NAME	GENDER/RACE*	POSITION <i>NEW or REPLACEMENT (Vacated Salary)</i>	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATE	SALARY/ FTE	COMMENTS
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None.

**PROMOTIONS FOR BOARD OF TRUSTEE APPROVAL**

NAME		SALARY INCREASE	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES		COMMENTS
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None.

**TRANSFERS FOR BOARD OF TRUSTEE APPROVAL**

NAME			TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES		COMMENTS
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None.

**SEPARATIONS**

NAME	GENDER/RACE*	CATEGORY OF EMPLOYMENT	TITLE	DEPARTMENT	SEPARATION DATE	VACANT POSITION BUDGETED SALARY	COMMENTS
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**Retirements**

None.

**Resignations**

None.

A = Asian or Pacific Islander, origins in any of the original peoples of the Far East, Southeast Asia, Pacific Islands, or Indian subcontinent.

B = Black (not of Hispanic origin), origins in any of the black racial groups.

C = White (not of Hispanic origin), origins in the original peoples of Europe, North Africa, or the Middle East.

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N = American Indian or Alaskan Native, origins in any of the original peoples of North America.

U = Unidentified

**YOUNGSTOWN STATE UNIVERSITY  
CLASSIFIED PERSONNEL ACTIONS**

**APPOINTMENTS FOR INFORMATION ONLY**

NAME	GENDER/RACE*	POSITION <i>NEW or REPLACEMENT (Vacated Salary)</i>	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	SALARY/ FTE	COMMENTS
Ms. Joyce O'Connell	F/C	Replacement	Administrative Assistant 1	Teacher Education	1/13/2014		Temporary

**PROMOTIONS FOR INFORMATION ONLY**

NAME		NEW SALARY	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	PREVIOUS SALARY	COMMENTS
None.							

**TRANSFERS FOR INFORMATION ONLY**

NAME			TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES		COMMENTS
Ms. Christine Bosela			Account Clerk 2	Payroll	12/12/2013		
Ms. Laura Robich			Administrative Assistant 1	Nursing	12/4/2013		
Ms. April Vosch			Secretary 1	English	12/12/2013		
Ms. Lora Graneto			Secretary	STEM	12/12/2013		
Ms. Cheryl Beil			Administrative Assistant 2	Dean's Office - WCBA	12/12/2013		
Ms. Ladonna Zocolo			Account Clerk 2	Development	12/12/2013		

**DEMOTIONS FOR INFORMATION ONLY**

NAME		NEW SALARY	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	PREVIOUS SALARY	COMMENTS
None.							

**RECLASSIFICATIONS FOR INFORMATION ONLY**

NAME		NEW SALARY	TITLE	DEPARTMENT	EFFECTIVE DATE	PREVIOUS SALARY	COMMENTS
None.							



**YOUNGSTOWN STATE UNIVERSITY  
CLASSIFIED PERSONNEL ACTIONS**

**SALARY ADJUSTMENTS INFORMATION ONLY**

NAME		NEW SALARY	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	PREVIOUS SALARY	COMMENTS
Mr. Travis McDade		\$43,659	Police Officer 2	YSU Police	10/20/2013	\$40,019	
Mr. Joseph Schialdone		\$43,659	Police Officer 2	YSU Police	10/20/2013	\$40,019	
Mr. Frank Betsa		\$82,243	Data Security Supervisor	Network Services	11/01/2013	\$77,792	Working out of classification

**SEPARATIONS**

NAME	GENDER/RACE*		TITLE	DEPARTMENT	SEPARATION DATE		COMMENTS
<b>Retirements</b>							
Mr. Terrance Blunt	M/C		Administrative Assistant 2	Media & Academic Computing	12/31/2013		
<b>Separations</b>							
Ms. Tasha Lambert	F/C		Administrative Assistant 1	Nursing	12/12/2013		Resignation
Mr. Jeffrey Logan	M/C		Network Administrator 2	Media and Academic Computing	1/11/2014		Resignation
Ms. Gemini McCormick	F/C		Account Clerk 2	Payroll	12/28/2013		Layoff
Ms. Monica Temnick	F/C		Administrative Assistant 2	Dean's Office WCBA	12/28/2013		Layoff

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U = Unidentified

**YOUNGSTOWN STATE UNIVERSITY  
PROFESSIONAL/ADMINISTRATIVE  
PERSONNEL ACTIONS**

<b>APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL</b> (in accordance with ORC 124.11 A(7) a&b) (9)							
<b>NAME</b>	<b>GENDER/RACE*</b>	<b>POSITION NEW or REPLACEMENT (Vacated Salary)</b>	<b>TITLE</b>	<b>DEPARTMENT</b>	<b>CONTRACT/ APPOINTMENT DATES</b>	<b>SALARY/ FTE</b>	<b>COMMENTS</b>
Mr. Gary Swegan	M/C	New	Associate VP for Enrollment Planning and Management	Student Affairs	11/18/2013	\$137,000 1.0	\$137,000 increase
Ms. Jane Kestner	F/C	New	Associate Dean	CLASS	1/2/2014	\$64,556 .50	Replaced \$129,113 full time with part time
Ms. Kimberly Verdone	F/C	Replacment \$73,481	Director	Degree Audit Services	2/1/2014	\$55,000 1.0	\$18,481 decrease

<b>PROMOTIONS FOR BOARD OF TRUSTEES APPROVAL</b> (in accordance with ORC 124.11 A(7) a&b) (9)							
<b>NAME</b>		<b>NEW SALARY</b>	<b>TITLE</b>	<b>DEPARTMENT</b>	<b>CONTRACT/ APPOINTMENT DATES</b>	<b>PREVIOUS SALARY</b>	<b>COMMENTS</b>

<b>TRANSFERS FOR BOARD OF TRUSTEES APPROVAL</b> (in accordance with ORC 124.11 A(7) a&b) (9)							
<b>NAME</b>			<b>TITLE</b>	<b>DEPARTMENT</b>	<b>CONTRACT/ APPOINTMENT DATES</b>		<b>COMMENTS</b>
None.							

<b>DEMOTIONS FOR INFORMATION ONLY</b> (in accordance with ORC 124.11 A(7) a&b) (9)							
<b>NAME</b>		<b>NEW SALARY</b>	<b>TITLE</b>	<b>DEPARTMENT</b>	<b>CONTRACT/ APPOINTMENT DATES</b>	<b>PREVIOUS SALARY</b>	<b>COMMENTS</b>
None.							

**YOUNGSTOWN STATE UNIVERSITY  
PROFESSIONAL/ADMINISTRATIVE  
PERSONNEL ACTIONS**

<b>RECLASSIFICATIONS FOR BOARD OF TRUSTEES APPROVAL</b> (in accordance with ORC 124.11 A(7) a&b) (9)							
NAME		NEW SALARY	TITLE	DEPARTMENT	EFFECTIVE DATE	PREVIOUS SALARY	COMMENTS
Mr. Richard White		\$77,787	Director of Planning and Construction	Facilities	3/16/2013	\$74,082	\$3,705 increase

<b>SALARY ADJUSTMENTS FOR BOARD OF TRUSTEES APPROVAL</b> (in accordance with ORC 124.11 A(7) a&b) (9)							
NAME		NEW SALARY	TITLE	DEPARTMENT	EFFECTIVE DATE	PREVIOUS SALARY	COMMENTS
Mr. Randall Ziobert		\$72,924	Associate Director and Network Administrator	Media and Academic Computing	11/16/2013	\$66,294	\$6,630 increase

<b>SEPARATIONS</b>							
NAME	GENDER/RACE*	CATEGORY OF EMPLOYMENT	TITLE	DEPARTMENT	SEPARATION DATE	VACANT POSITION BUDGETED SALARY	COMMENTS

**Retirements**

Mr. Marty Bramlett	M/C	P/A	Director, Labor Relations	Human Resources	12/31/2013	\$91,800	
Ms. Carol Trube	F/C	P/A	Manager of Classification and Compensation	Human Resources	12/31/2013	\$58,381	
Ms. Justine Weintz	F/C	P/A	Director of Graduate Admissions	Graduate Studies and Research	12/31/2013	\$78,456	

**SEPARATIONS**

Ms. Kathleen Furguson	F/C	P/A	Fringe Benefits Specialist	Human Resources	11/30/2013	\$70,104	Non-renewal
Mr. Jason Rakers	M/C	P/A	Senior Network Technology Architect	Network Services	11/30/2013	\$98,065	Resignation
Ms. Rebecca Keck	F/C	P/A	Director, SMARTS	SMARTS	12/4/2013	\$71,249	Elimination of Position

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U = Unidentified

**YOUNGSTOWN STATE UNIVERSITY  
PROFESSIONAL/ADMINISTRATIVE (APAS)  
PERSONNEL ACTIONS**

**APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL (in accordance with ORC 124.11 A(7) a&b) (9)**

NAME	GENDER/RACE*	POSITION <i>NEW or REPLACEMENT (Vacated Salary)</i>	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	SALARY/ FTE	COMMENTS
Ms. Natalie Kiriazis	F/C	New	Academic Advisor	CLASS	11/13/2013	\$32,338 1.0	\$32,338 increase
Ms. Alexis Hall	F/C	Replacement \$29,000	Housing Coordinator	Housing & Resident Life	2/1/2014	\$27,670 1.0	\$1,330 decrease
Mr. Edward Goist	M/C	Replacement \$55,308	Senior Development Officer	Development	2/3/2014	\$60,000 1.0	\$4,692 increase

**PROMOTIONS FOR BOARD OF TRUSTEES APPROVAL (in accordance with ORC 124.11 A(7) a&b) (9)**

NAME		NEW SALARY	TITLE	DEPARTMENT	PREVIOUS POSITION	PREVIOUS SALARY	COMMENTS
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None.

**TRANSFERS FOR BOARD OF TRUSTEES APPROVAL (in accordance with ORC 124.11 A(7) a&b) (9)**

NAME			TITLE	DEPARTMENT	EFFECTIVE DATE		COMMENTS
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None.

**DEMOTIONS FOR INFORMATION ONLY (in accordance with ORC 124.11 A(7) a&b) (9)**

NAME		NEW SALARY	TITLE	DEPARTMENT	EFFECTIVE DATE	PREVIOUS SALARY	COMMENTS
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None.

**RECLASSIFICATIONS FOR BOARD OF TRUSTEES APPROVAL (in accordance with ORC 124.11 A(7) a&b) (9)**

NAME		NEW SALARY	TITLE	DEPARTMENT	EFFECTIVE DATE	PREVIOUS SALARY	COMMENTS
Ms. Christine Adams		\$42,868	Government Documents Librarian	Maag Library	2/1/2014	\$38,164	\$4,704 increase
Ms. Lenora Greene		\$47,610	Assistant Director	English Language Institute	12/1/2013	\$45,343	\$2,267 increase
Dr. Dingqiang Li		\$58,945	Instrumentation Scientist	Chemistry	7/1/2013	\$56,137	\$2,808 increase

**YOUNGSTOWN STATE UNIVERSITY  
PROFESSIONAL/ADMINISTRATIVE (APAS)  
PERSONNEL ACTIONS**

**SALARY ADJUSTMENTS FOR BOARD OF TRUSTEES APPROVAL (in accordance with ORC 124.11 A(7) a&b) (9)**

NAME		NEW SALARY	TITLE	DEPARTMENT	EFFECTIVE DATE	PREVIOUS SALARY	COMMENTS
None.							

**SEPARATIONS**

NAME	GENDER/RACE*		TITLE	DEPARTMENT	SEPARATION DATE		COMMENTS
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**Retirements**

None.							
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**Resignations**

Mr. Jeffrey Butts	M/C		Research Associate	Center for Islamic Studies	12/4/2013	\$37,645	Resignation
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A = Asian or Pacific Islander, origins in any of the original peoples of the Far East, Southeast Asia, Pacific Islands, or Indian subcontinent.

B = Black (not of Hispanic origin), origins in any of the black racial groups.

C = White (not of Hispanic origin), origins in the original peoples of Europe, North Africa, or the Middle East.

H = Hispanic, Mexican, Puerto Rican, Cuban, Central/South American or other Spanish culture.

N = American Indian or Alaskan Native, origins in any of the original peoples of North America.

U = Unidentified

**YOUNGSTOWN STATE UNIVERSITY  
PROFESSIONAL/ADMINISTRATIVE (Coaches)  
PERSONNEL ACTIONS**

**APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL** (in accordance with ORC 124.11 A(7) a&b) (9)

NAME	GENDER/RACE*	POSITION <i>NEW or REPLACEMENT (Vacated Salary)</i>	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	SALARY/ FTE	COMMENTS
Mr. Jonatan Berhane	M/B	Replacement \$18,099	Assistant Tennis Coach	Intercollegiate Athletics	1/16/2014	\$18,099 .75	

**PROMOTIONS FOR BOARD OF TRUSTEES APPROVAL** (in accordance with ORC 124.11 A(7) a&b) (9)

NAME		NEW SALARY	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	PREVIOUS SALARY	COMMENTS
None.							

**TRANSFERS FOR BOARD OF TRUSTEES APPROVAL** (in accordance with ORC 124.11 A(7) a&b) (9)

NAME		NEW SALARY	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	PREVIOUS SALARY	COMMENTS
None.							

**DEMOTIONS FOR INFORMATION ONLY** (in accordance with ORC 124.11 A(7) a&b) (9)

NAME		NEW SALARY	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	PREVIOUS SALARY	COMMENTS
None.							

**RECLASSIFICATIONS FOR BOARD OF TRUSTEES APPROVAL** (in accordance with ORC 124.11 A(7) a&b) (9)

NAME		NEW SALARY	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	PREVIOUS SALARY	COMMENTS
None.							

**SALARY ADJUSTMENTS FOR BOARD OF TRUSTEES APPROVAL** (in accordance with ORC 124.11 A(7) a&b) (9)

NAME		NEW SALARY	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	PREVIOUS SALARY	COMMENTS
None.							

**YOUNGSTOWN STATE UNIVERSITY  
PROFESSIONAL/ADMINISTRATIVE (Coaches)  
PERSONNEL ACTIONS**

<b>SEPARATIONS</b>							
<b>NAME</b>	<b>GENDER/RACE*</b>	<b>NAME</b>	<b>TITLE</b>	<b>DEPARTMENT</b>	<b>SEPARATION DATE</b>	<b></b>	<b>COMMENTS</b>
<b>Retirements</b>							
None.							
<b>Resignations</b>							
Mr. Mark Mangino	M/C		Assistant Football Coach	Intercollegiate Athletics	1/8/2014	\$66,487	Resignation
Mr. Kurt Beathard	M/C		Assistant Football Coach	Intercollegiate Athletics	1/15/2013	\$45,900	Resignation

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