

**BOARD OF TRUSTEES
FINANCE AND FACILITIES COMMITTEE**

Leonard D. Schiavone, Chair

James B. Greene, Vice Chair

All Trustees are Members

James P. Tressel, *Ex-Officio*

**Thursday, September 3, 2015
2:30 p.m. or immediately following
previous meeting**

**Tod Hall
Board Meeting Room**

AGENDA

A. Disposition of Minutes for Meetings Held June 2, 2015; and June 17, 2015

B. Old Business

C. Committee Items

1. Finance and Facilities Action Items

- a. Resolution to Modify Memberships, Dues, Certifications, and Licensing Fees Policy, 3356-3-15 (Previous Policy Number 3013.01)** **Tab 1**
Neal McNally, Vice President for Finance and Business Operations, will report.
- b. Resolution to Modify University Facilities – Use, Priorities, and Fees Policy, 3356-4-03 (Previous Policy Number 4003.01)** **Tab 2**
Neal McNally, Vice President for Finance and Business Operations, will report.
- c. Resolution to Approve Plan to Provide Students the Opportunity to Reduce the Cost of Earning a Degree by 5%** **Tab 3**
Neal McNally, Vice President for Finance and Business Operations, will report.
- d. Resolution to Designate PNC Bank as the Official Depository for University Funds** **Tab 4**
Neal McNally, Vice President for Finance and Business Operations, will report.
- e. Resolution to Approve Interfund Transfers** **Tab 5**
Neal McNally, Vice President for Finance and Business Operations, will report.

2. Finance and Facilities Discussion Items

a. Quarterly Update on FY 2016 Operating Budget

Neal McNally, Vice President for Finance and Business Operations, will report.

b. Planning and Construction Projects Update

John Hyden, Executive Director of Facilities and Support Services, and Rich White, Associate Director of Planning and Construction, will report.

Tab 6

c. Sale and Acquisition of Real Estate

Neal McNally, Vice President for Finance and Business Operations, will report.

d. Report of Audit Subcommittee

A verbal report of the Audit Subcommittee will be presented. Leonard D. Schiavone will report.

e. Report of Investment Subcommittee

A verbal report of the Investment Subcommittee will be presented. James B. Greene will report.

D. New Business

E. Adjournment

AGENDA ITEM: C.1.a.

AGENDA TOPIC: Resolution to Modify Memberships, Dues, Certifications, and Licensing Fees Policy, 3356-3-15 (Previous Policy Number 3013.01)

STAFF CONTACT(S): Neal McNally, Vice President for Finance & Business Operations

BACKGROUND: This policy defines the types of organizations with which the University may and may not subscribe to through membership, certification and/or licensure. The policy also requires that such memberships should generally be institutional—held in the name of the University—and directly benefit the University.

SUMMARY AND ANALYSIS: This policy is being reviewed as part of the regular five-year cycle. There are two material additions to the policy: (1) A stipulation that only one institutional membership in a particular organization may be purchased; and (2) a requirement that the office initiating a membership must pay all applicable fees.

RESOLUTION:

**RESOLUTION TO MODIFY MEMBERSHIPS, DUES,
CERTIFICATIONS, AND LICENSING FEES POLICY, 3356-3-15
(PREVIOUS POLICY NUMBER 3013.01)**

WHEREAS, Institutional Policies are reviewed and re-conceptualized on an ongoing basis; and

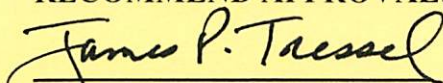
WHEREAS, this process can result in the modification of existing policies, the creation of new policies, or the deletion of policies no longer needed; and

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

WHEREAS, the Memberships, Dues, Certifications, and Licensing Fees policy has been reviewed pursuant to the five-year review cycle, and formatted in accordance with policy 3356-1-09, Development and Issuance of University Policies.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing Memberships, Dues, Certifications, and Licensing Fees, policy number 3356-3-15 (Previous Policy Number 3013.01) of the *University Guidebook*, shown as Exhibit __ attached hereto. A copy of the policy indicating changes to be made is also attached.

RECOMMEND APPROVAL:


James P. Tressel, President

**Board of Trustees Meeting
September 24, 2015
YR 2016-**

3356-3-15 Memberships, dues, certifications, and licensing fees.
(Previous Policy Number 3013.01)

Responsible Division/Office: ~~Financial Services~~Finance and Business
Operations

Responsible Officer: Vice President for Finance and
~~Administration~~Business Operations

Revision History: December 2010; September 2015

Board Committee: Finance and Facilities

EFFECTIVE DATE: ~~December 15, 2010~~September 24, 2015

Next Review: 20~~2015~~

- (A) Policy statement. Memberships, dues, professional certifications or licensing fees are eligible for payment by the university only if there is a direct benefit to the university. Under compelling circumstances only, the president or appropriate vice president may authorize the payment of individual memberships, dues, fees or certifications.
- (B) Parameters.
- (1) The direct benefits to the university must outweigh the costs associated with the relevant membership, certification, or fee.
 - (2) Memberships paid with university funds cannot negatively impact the university's image or mission, or be paid to organizations or for activities with~~nor have~~ arbitrary or discriminatory membership policies. Acceptable organizations include associations of colleges and universities, professional societies, government-sponsored groups, accrediting organizations, and other organizations related to work being performed. Fraternal and political organizations are specifically excluded, and community/civic organizations are allowable only for executive or development officers whose duties include significant responsibilities to represent the university in the community.
 - (3) Memberships should normally be institutional in nature, held in the name of the university, a university department, or functional job title.

- (4) Professional memberships, dues, licenses, or certifications in the name of an individual are generally not authorized. Exceptions may be authorized under the following circumstances when an institutional membership is not available and the best interests of the university are served by such membership:
 - (a) The dues, professional licensing, certification, or testing fees are integrally related to an employee's job duties or essential to the research responsibilities of faculty. Examples include, but are not limited to: engineers, certified public accountant, or radioactive materials licenses, notary fees, and world safety officer memberships;
 - (b) Membership is required for the purchase of a journal;
 - (c) Membership allows a periodical or journal to be purchased at a discounted rate and the expected savings from the discount exceeds the cost of membership;
 - (d) Membership included in a conference registration fee allows for a reduced rate to attend the conference and the savings over the non-member registration fee rate is greater than the cost of individual membership in the organization.
- (5) Written justification must be maintained for memberships, dues, certifications, and licenses paid by the university in the name of an employee.
- (6) No more than one institutional membership in any organization may be purchased.
- (7) Payment of fees shall be charged to the budget of the particular office or department benefitting from the membership.
- ~~(6)~~ Only the president or his/her designee may authorize written exceptions to this policy.

3356-3-15 Memberships, dues, certifications, and licensing fees.
(Previous Policy Number 3013.01)

Responsible Division/Office: Finance and Business Operations
Responsible Officer: Vice President for Finance and Business
Operations
Revision History: December 2010; September 2015
Board Committee: Finance and Facilities
EFFECTIVE DATE: September 24, 2015
Next Review: 2020

- (A) Policy statement. Memberships, dues, professional certifications or licensing fees are eligible for payment by the university only if there is a direct benefit to the university. Under compelling circumstances only, the president or appropriate vice president may authorize the payment of individual memberships, dues, fees or certifications.
- (B) Parameters.
- (1) The direct benefits to the university must outweigh the costs associated with the relevant membership, certification, or fee.
 - (2) Memberships paid with university funds cannot negatively impact the university's image or mission, or be paid to organizations or for activities with arbitrary or discriminatory membership policies. Acceptable organizations include associations of colleges and universities, professional societies, government-sponsored groups, accrediting organizations, and other organizations related to work being performed. Fraternal and political organizations are specifically excluded, and community/civic organizations are allowable only for executive or development officers whose duties include significant responsibilities to represent the university in the community.
 - (3) Memberships should normally be institutional in nature, held in the name of the university, a university department, or functional job title.
 - (4) Professional memberships, dues, licenses, or certifications in the

name of an individual are generally not authorized. Exceptions may be authorized under the following circumstances when an institutional membership is not available and the best interests of the university are served by such membership:

- (a) The dues, professional licensing, certification, or testing fees are integrally related to an employee's job duties or essential to the research responsibilities of faculty. Examples include, but are not limited to: engineers, certified public accountant, or radioactive materials licenses, notary fees, and world safety officer memberships;
 - (b) Membership is required for the purchase of a journal;
 - (c) Membership allows a periodical or journal to be purchased at a discounted rate and the expected savings from the discount exceeds the cost of membership;
 - (d) Membership included in a conference registration fee allows for a reduced rate to attend the conference and the savings over the non-member registration fee rate is greater than the cost of individual membership in the organization.
- (5) Written justification must be maintained for memberships, dues, certifications, and licenses paid by the university in the name of an employee.
 - (6) No more than one institutional membership in any organization may be purchased.
 - (7) Payment of fees shall be charged to the budget of the particular office or department benefitting from the membership.
 - (8) Only the president or his/her designee may authorize written exceptions to this policy.

AGENDA ITEM: C.1.b.

AGENDA TOPIC: Resolution to Modify University Facilities – Use, Priorities, and Fees Policy, 3356-4-03 (Previous Policy Number 4003.01)

STAFF CONTACT(S): Neal McNally, Vice President for Finance & Business Operations

BACKGROUND: This policy establishes general protocol for the use of campus facilities by organizations, both internal and external to the university. The policy sets parameters for usage, and ensures that university and student organizations have first priority for the use of campus facilities.

SUMMARY AND ANALYSIS: Last reviewed in 2010, this policy has been updated as part of the normal five-year review schedule. Substantive changes have been made, most notably to the prioritization of facility use. Whereas the previous version of the policy established multiple sets of priorities for different facilities, the updated policy includes a single institution-wide set of priorities. Using a standard set of priorities will result in more efficient administration and is consistent with best practices in higher education. Other policy improvements have been made, such as stipulations regarding the consumption of food and alcohol, and public safety requirements for events hosted in YSU facilities.

RESOLUTION:

**RESOLUTION TO MODIFY UNIVERSITY FACILITIES –
USE, PRIORITIES, AND FEES POLICY, 3356-4-03
(PREVIOUS POLICY NUMBER 4003.01)**

WHEREAS, Institutional Policies are reviewed and reconceptualized on an ongoing basis; and

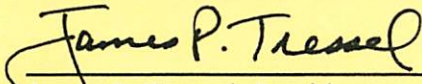
WHEREAS, this process can result in the modification of existing policies, the creation of new policies, or the deletion of policies no longer needed; and

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

WHEREAS, the University Facilities – Use, Priorities, and Fees policy has been reviewed pursuant to the five-year review cycle, and formatted in accordance with Policy 3356-1-09, Development and Issuance of University Policies.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing University Facilities – Use, Priorities, and Fees, policy number 3356-4-03 (Previous Policy Number 4003.01) of the *University Guidebook*, shown as Exhibit __ attached hereto. A copy of the policy indicating changes to be made is also attached.

RECOMMEND APPROVAL:


James P. Tressel, President

**Board of Trustees Meeting
September 24, 2015
YR 2016-**

3356-4-03 University facilities - use, priorities, and fees.

(Previous Policy Number 4003.01)

Responsible Division/Office: Finance and ~~Administration~~Business Operations
Responsible Officer: Vice President for Finance and ~~Administration~~
Business Operations
Revision History: June 1998; October 2010; September 2015
Board Committee: Finance and Facilities
EFFECTIVE DATE: ~~October 2010~~September 24, 2015
Next Review: ~~2015~~20

- (A) Policy statement. The facilities of Youngstown state university (university) are the property of the State of Ohio. The board of trustees authorizes the president to establish the fees, priorities, and procedures for the use of university facilities.
- (B) Purpose. To establish standards for the responsible management of University facilities in order to maximize the positive use of university facilities and minimize disruption to the university functions or activities.
- (C) Scope. This policy applies to all university, student and non-university organizations or individuals that wish to schedule events or use university facilities.
- (D) Definitions.
- (1) Facilities. Buildings, structures or land, including athletic fields, green spaces, and parking facilities owned or leased by the university.
- (2) University organization. All university units, departments, and offices, staffed by university employees acting within the scope of their employment, including but not limited to university committees, governance bodies, and councils.
- (3) Student organizations. All student groups and organizations officially registered and recognized by the university.

- (4) Non-university organization. Organizations other than university or student organizations that are legally separate entities from the university, even though some participants or members may be university personnel, students, or alumni. A non-university organization may be an individual.
- (5) University event. A program or activity that is administered by the university or a university organization.
- (6) Student event. A program or activity that is planned and directed by a student organization.
- (7) Non-university event. A program or activity administered by a non-university group using university facilities with no university sponsorship.
- (8) Sponsored event. A program or activity that involves both a non-university organization and a university or student organization.
- (9) Responsible Office. Individual or office responsible for booking, and/or scheduling use of a specific facility.

~~(B) Parameters: use and priorities.~~

- ~~(1) University facilities may be made available to non-university organizations and groups to conduct programs and activities that are consistent with the educational role and mission of the university.~~
- ~~(2) The use of university facilities by non-university organizations and groups are subject to fees and to established priorities as set forth in this policy.~~
- ~~(3) The majority of university facilities contain classrooms^[WU1], laboratories, and assorted faculty and administrative offices. The primary purpose of these facilities is devoted to the teaching and learning process, and the usage priorities reflect this purpose and are listed as "General Priorities."~~
- ~~(4) Certain facilities have multi-purpose use designed to facilitate other dimensions of the university, e.g., student life, student~~

~~activities, intramural activities, intercollegiate athletics. The usage priorities for these facilities differ from the "general priorities," and are listed as "specialized priorities."~~

(1) Any Non-University organization or individual requesting to use University facilities must complete a university *AGREEMENT FOR USE OF FACILITIES AND EQUIPMENT* which is available

~~(C) Parameters: general priorities. The availability of the majority of university facilities is subject to the following usage priorities:~~

~~(1) Priority 1. Programs of instruction, research, and public service.~~

~~(2) Priority 2. University-wide functions, activities, events and programs.~~

~~(3) Priority 3. Training and development programs for university employees; divisional, college or unit programs, meetings, workshops, and activities; or registered student organizations including student government and student publications meetings, programs, and activities.~~

~~(4) Priority 4. Faculty and staff social and recreational programs and events.~~

~~(5) Priority 5. Governmental agencies and not-for-profit (501)(c)(3) or equivalent agencies.~~

~~(6) Priority 6. Profit-making entities for functions or activities consistent with the mission of the university.~~

~~(D) Parameters: specialized priorities. The facilities designed to facilitate specific needs of the university (e.g., student life, student activities, intramural activities, intercollegiate athletics) include Beeghly center, Christman commons, Debartolo stadium club, Kileawley center, outdoor classrooms, recreational areas, residence houses, and Stambaugh stadium.~~

~~(1) Beeghly center, outdoor classrooms, intercollegiate and intramural fields, recreational areas, and Stambaugh stadium; the availability of these facilities is subject to the following usage~~

~~priorities:~~

~~(a) Priority 1. Programs of instruction, research, and public safety.~~

- ~~(b) — Priority 2. Intercollegiate athletics competitive events and associated practice; intramural and recreational activities; and university-wide functions, activities, events, and programs.~~
- ~~(c) — Priority 3. Registered student organizations including student government and student publications meetings, programs, and activities; or divisional, college or unit programs, meetings, workshops and activities.~~
- ~~(d) — Priority 4. Faculty and staff social and recreational programs and events.~~
- ~~(e) — Priority 5. Governmental agencies and not-for-profit (501)(c)(3) or equivalent agencies.~~
- ~~(f) — Priority 6. Profit-making entities for functions or activities consistent with the mission of the university.~~

- ~~(2) — Christman commons and residence houses. Events scheduled in Christman commons are not typically scheduled during the resident student meal times. The availability of the commons and meetings areas of the residence houses are subject to the following usage priorities:~~
 - ~~(a) — Priority 1. Housing programs scheduled by the director of housing, residence house coordinators, or resident assists for meetings, programs, and activities for resident students or summer camps.~~
 - ~~(b) — Priority 2. Events sponsored by the honors program, registered student organizations (including student government, student activities, and student publications) for meetings, programs, and activities that are open to the university community.~~
 - ~~(c) — Priority 3. University-wide functions, activities, events, and programs.~~
 - ~~(d) — Priority 4. Events sponsored by university divisions, colleges, departments, or other units open only to that organization.~~
 - ~~(e) — Priority 5. Events sponsored by university divisions, colleges, departments, or other units open only to that organization.~~

- ~~(f) — Priority 6. Governmental and not-for-profit (501)(c)(3) or equivalent agencies; and profit-making entities for functions or activities consistent with the mission of the university.~~
- ~~(3) — DeBartolo stadium club: regularly scheduled classes are not held in the DeBartolo stadium club. The stadium club serves as the primary venue for university outreach and community service events. The availability of the club is subject to the following usage priorities:~~
 - ~~(a) — Priority 1. Annual university-sponsored programs open to the university community.~~
 - ~~(b) — Priority 2. Events open to the university community sponsored by university divisions, colleges, departments, or other units; or by student government or registered student organizations.~~
 - ~~(c) — Priority 3. Events or activities that fulfill a public service function.~~
 - ~~(d) — Priority 4. Events open to only the sponsoring university division, college, department, or other unit.~~
 - ~~(e) — Priority 5. Events open to only students and their guest sponsored by student government or registered student organizations.~~
 - ~~(f) — Priority 6. Events sponsored by governmental and not-for-profit (501)(c)(3) or equivalent agencies; and profit-making entities for functions or activities consistent with the mission of the university.~~
- ~~(4) — Kileawley center: regularly scheduled classes are not held in Kileawley center. The availability of the center is subject to the following usage priorities:~~
 - ~~(a) — Priority 1. Annual university-sponsored programs open to the university community (e.g., black history, homecoming, honors convocation).~~
 - ~~(b) — Priority 2. The carnation room (computer training laboratory) is first scheduled by training and development, then open to others.~~
 - ~~(c) — Priority 3. Events open to the university community sponsored by student government or registered student organizations; or by university divisions, colleges, departments, or other units.~~

- ~~(d) — Priority 4. Events open to only students and their guest sponsored by student government or registered student organizations.~~
- ~~(e) — Priority 5. Events open to only the sponsoring university division, college, department, or other unit.~~
- ~~(f) — Priority 6. Events sponsored by governmental and not-for-profit (501)(c)(3) or equivalent agencies; and profit-making entities for functions or activities consistent with the mission of the university.~~
- ~~(E) — Parameters: fees.~~
 - ~~(1) — University facilities are available at no charge for events which are consistent with the mission of the university and existing university procedures if such events are sponsored by university divisions, colleges, departments, or units, academic senate, student government, or registered student organizations.~~
 - ~~(2) — Usage and associated fees are assessed to other non-university entities dependent upon the facility used and the priority of usage as outlined in paragraphs (C) and (D) of this rule.~~
- ~~(F) — Procedures: use, priorities, fees.~~
 - ~~(1) — The events manager is responsible for scheduling the use of all university facilities except for Kilcawley center, Christman commons, and university residence houses, which are the responsibility of the executive director of student services.~~
 - ~~(2) — The events manager or executive director of student services will coordinate the services necessary to support the event or activity scheduled with sufficient lead-time for the supporting departments to respond. The services may include any or all of the following:~~
 - ~~(a) — Determining if requested use of space is consistent with the mission of the university and existing university procedures.~~
 - ~~—————(b) — Quoting usage fees and associated costs.~~
 - ~~—————(c) — Preparing and completing agreements or contracts.~~

- ~~———— (d) ——— Securing evidence of appropriate insurance coverage.~~
- ~~———— (e) ——— Coordinating the necessary police assistance.~~
- ~~(3) ——— The chief of police or designee will determine the level of police protection for all events.~~
- ~~(4) ——— University facilities used by faculty or staff for outside consulting or research purposes are available at the direct costs.~~
- ~~(5) ——— A fee schedule for each of the facilities available for usage by non-university entities is developed by the vice president for university advancement in consultation with the vice president for finance and administration, and the vice president for student affairs.~~
- ~~———— (6) ——— The fee schedule utilized for not-for-profit agencies is designed to cover all direct expenses and any special event-related expenses associated with the particular facility or equipment.~~
- ~~———— (7) ——— The fee schedule utilized for the profit-making entities will be sufficient so as to preclude the university from claims of unfair business competition.~~
- ~~———— (8) ——— Copies of the fee schedules are available in the offices of the vice president for finance and administration, the vice president for university advancement, and the vice president for student affairs.~~

(E) Parameters for usage.

- (1) Any non-university organization or individual requesting to use University facilities must complete a university *AGREEMENT FOR USE OF FACILITIES AND EQUIPMENT* which is available from the responsible office.
- (2) Activities may take place only in facilities that are appropriate for the activity in question. Considerations as to appropriateness include but are not limited to the purpose of the facilities, nature of the activity, staging requirements, anticipated attendees, and university calendar and staffing concerns.

- (3) The right to use university facilities does not confer the right to use the university name or to imply university sponsorship or endorsement of an event.
- (4) All individuals and/or organizations that are granted permission to use university facilities must pay all applicable fees and charges and must comply with all applicable federal, state and municipal regulations and university rules and policies including but not limited to the university's policies regarding alcoholic beverages on campus, drug free environment, smoke and tobacco free environment and minors on campus policies.
- (5) No individual or organization may assign its use of university facilities.
- (6) The university reserves the right to set limits on the number of reservations of facilities by non-university organizations.
- (F) Priority usage.
- (1) The majority of university facilities contain classrooms (in-door and out-door), laboratories, and assorted faculty and administrative offices which are devoted to advancing the teaching and learning processes. Use of these facilities is generally limited to meeting university needs.
- (2) Where there is a conflict between requests, usage decisions will be based on the timeliness of the request, the availability of alternative university facilities, and fulfillment of the university's educational and institutional needs. University and student organizations shall have priority over non-university organizations. Usage shall follow the following priorities:
- (a) Priority 1. Use for regularly scheduled academic classes, labs, programs of instruction and research and activities resulting from academic courses such as rehearsals, concerts, seminars and lectures.

- (b) Priority 2. University-wide events, activities and programs such as visitation days, orientation, graduation ceremonies, University scholars and honors program, intercollegiate athletics competitive events and practices.
 - (c) Priority 3. Meetings, workshops, training and development programs for university employees, or special academic or athletic events run or sponsored by a university organization.
 - (d) Priority 4. Programs, or activities of registered student organizations
 - (e) Priority 5. Faculty and staff recreational programs and activities.
 - (f) Priority 6. Programs, or activities sponsored or co-sponsored by the university or student organization.
 - (g) Priority 7. Non-university program or activity.
- (G) Event sponsorship. A university or student organization seeking to sponsor an event with a non-university organization is subject to the following requirements:
- (1) The event must be consistent with the goals and purposes of the university or student organization.
 - (2) The university or student organization must designate a contact person who has knowledge of the non-university organization and the arrangements for the event, including the date, time, location, purpose, and number of attendees.
 - (3) The contact person must be present at the event.

- (4) The university or student organization accepts fiscal responsibility for any fees, costs, and/or damage related to the event which the non-university organization refuses or fails to pay.
- (H) Fronting prohibited. No organization or individual may “front” for another individual or organization. Fronting occurs when an individual or organization reserves space for the use of another individual or organization in order to conceal the identity of the true user, or to help the true user avoid university policies, rules, fees, or fiscal or insurance requirements.
- (I) Responsible office.
- (1) Procedures for scheduling and use authorization vary among different facilities. In general information and access to university facilities is secured through the responsible office for the facility.
- (2) The responsible office shall record confirmed and approved facility use on the university’s Banner System or the integrated administrative database in current use by the university.
- (3) When an event or program requires the use of university parking facilities the responsible office shall contact parking services as soon as the reservation is made in order to request and schedule use of university parking facilities. The responsible office shall also contact university police and catering services if required for the event.
- (J) Cost, charges and fees.
- (1) University and student events are subject to payment for the direct costs of facility usage. Direct costs include but are not limited to cost of staffing, security, set-up, cleaning, food and beverage costs, and damages incurred during an event.

- (2) Non-university events are subject to direct costs of facility usage as well equipment use and rental charges.
- (K) Food and alcohol. All food and beverages served in university facilities must be provided by the university's contracted food service provider unless otherwise stipulated. Requests to provide and/or sell alcoholic beverages must be approved in advance of an event. Restrictions and permit requirements for the provision and/or sale of alcohol are determined by the location of an event. Information regarding food and alcohol is available through the responsible office of the facility (see university policy 3356-5-10, Alcoholic beverages on campus.
- (L) Insurance. In order to use university facilities, student and non-university organizations are subject to all applicable university insurance coverage requirements.
- (M) Fundraising and commercial activity.
- (1) University facilities are not available for fundraising or commercial profit purposes if the funds are designated solely to enrich an individual or commercial entity. This does not preclude fundraising or profit making activities in support of the university or university or student organizations. University facilities and resources may not be used for political fundraising.
- (2) All commercial sales, solicitations, and advertising activity on university facilities are prohibited without prior authorization from the university. Entities or individuals wishing to access the university for purposes of commercial solicitation or advertising should consult University Policy, Access to campus for purposes of commercial solicitation and advertising.
- (N) Use of university facilities by non-profit external organizations.
- (1) As a service to the community, Youngstown state university may allow the use of university facilities by non-profit external organizations for non-profit educational, recreational, social, religious, civic, philanthropic, and like purposes. Such use may not

interfere in any way with the regular programs and activities of the university. External organizations are required to provide the director overseeing the facility with a current copy of the Internal Revenue Service Exemption Letter indicating that the organization is incorporated as a 501(c)(3) non-profit organization (Note: a federal identification number is not a substitute for the IRS Exemption Letter).

(2) All use and rental forms, procedures and university policies remain in effect for a non-profit organization. Where a non-profit organization requests a rental space discount, the availability and amount of a discount will be determined by the director overseeing the facility with final approval by the vice president of finance and administration. Security discount are to be determined by the university chief of police with final approval by the associate vice president of university relations. Parking and janitorial services are unable to provide discounts.

(3) If a university department, program or student group (collectively "campus entity") is sponsoring or co-sponsoring a nonprofit organization for an event on campus, rental fees may be waived; however all applicable university forms, procedures and policies remain in effect, including but not limited to the requirement that the campus entity shall provide a representative at the event to ensure all university policies are upheld.

(O) Public Safety. University police officers may be required at certain events on campus. The chief of the Youngstown state university police department, or his/her designee, in conjunction with the responsible office of the facility, will make this determination. The necessity for and amount of public safety services and other safety personnel or services shall be determined based on the date, time, and location of the event, the type of event, the anticipated number of attendees and any other relevant factors.

(P) Change, suspension or termination of use. The university reserves the right to change locations and/or suspend or terminate current and future

usage approval for any event, program, organization or individual under the following circumstances:

- (1) In the event of an emergency;
- (2) When usage interferes with or disrupts university functions or use;
- (3) When facilities are misused;
- (4) When the user of facilities, including attendees or participants, fails to comply with a usage agreement, university policy or rule, or local, state or federal laws.

3356-4-03 University facilities - use, priorities, and fees.
(Previous Policy Number 4003.01)

Responsible Division/Office: Finance and Business Operations
Responsible Officer: Vice President for Finance and Business
Operations
Revision History: June 1998; August 2010; September 2015
Board Committee: Finance and Facilities
EFFECTIVE DATE: September 24, 2015
Next Review: 2020

- (A) Policy statement. The facilities of Youngstown state university (university) are the property of the State of Ohio. The board of trustees authorizes the president to establish the fees, priorities, and procedures for the use of university facilities.
- (B) Purpose. To establish standards for the responsible management of University facilities in order to maximize the positive use of university facilities and minimize disruption to the university functions or activities.
- (C) Scope. This policy applies to all university, student and non-university organizations or individuals that wish to schedule events or use university facilities.
- (D) Definitions.
 - (1) Facilities. Buildings, structures or land, including athletic fields, green spaces, and parking facilities owned or leased by the university.
 - (2) University organization. All university units, departments, and offices, staffed by university employees acting within the scope of their employment, including but not limited to university committees, governance bodies, and councils.
 - (3) Student organizations. All student groups and organizations officially registered and recognized by the university.

- (4) Non-university organization. Organizations other than university or student organizations that are legally separate entities from the university, even though some participants or members may be university personnel, students, or alumni. A non-university organization may be an individual.
 - (5) University event. A program or activity that is administered by the university or a university organization.
 - (6) Student event. A program or activity that is planned and directed by a student organization.
 - (7) Non-university event. A program or activity administered by a non-university group using university facilities with no university sponsorship.
 - (8) Sponsored event. A program or activity that involves both a non-university organization and a university or student organization.
 - (9) Responsible Office. Individual or office responsible for booking, and/or scheduling use of a specific facility.
- (E) Parameters for usage.
- (1) Any non-university organization or individual requesting to use University facilities must complete a university *AGREEMENT FOR USE OF FACILITIES AND EQUIPMENT* which is available from the responsible office.
 - (2) Activities may take place only in facilities that are appropriate for the activity in question. Considerations as to appropriateness include but are not limited to the purpose of the facilities, nature of the activity, staging requirements, anticipated attendees, and university calendar and staffing concerns.
 - (3) The right to use university facilities does not confer the right to use the university name or to imply university sponsorship or endorsement of an event.

- (4) All individuals and/or organizations that are granted permission to use university facilities must pay all applicable fees and charges and must comply with all applicable federal, state and municipal regulations and university rules and policies including but not limited to the university's policies regarding alcoholic beverages on campus, drug free environment, smoke and tobacco free environment and minors on campus policies.
 - (5) No individual or organization may assign its use of university facilities.
 - (6) The university reserves the right to set limits on the number of reservations of facilities by non-university organizations.
- (F) Priority usage.
- (1) The majority of university facilities contain classrooms (in-door and out-door), laboratories, and assorted faculty and administrative offices which are devoted to advancing the teaching and learning processes. Use of these facilities is generally limited to meeting university needs.
 - (2) Where there is a conflict between requests, usage decisions will be based on the timeliness of the request, the availability of alternative university facilities, and fulfillment of the university's educational and institutional needs. University and student organizations shall have priority over non-university organizations. Usage shall follow the following priorities:
 - (a) Priority 1. Use for regularly scheduled academic classes, labs, programs of instruction and research and activities resulting from academic courses such as rehearsals, concerts, seminars and lectures.
 - (b) Priority 2. University-wide events, activities and programs such as visitation days, orientation, graduation ceremonies,

University scholars and honors program, intercollegiate athletics competitive events and practices.

- (c) Priority 3. Meetings, workshops, training and development programs for university employees, or special academic or athletic events run or sponsored by a university organization.
 - (d) Priority 4. Programs or activities of registered student organizations
 - (e) Priority 5. Faculty and staff recreational programs and activities.
 - (f) Priority 6. Programs, or activities sponsored or co-sponsored by the university or student organization.
 - (g) Priority 7. Non-university program or activity.
- (G) Event sponsorship. A university or student organization seeking to sponsor an event with a non-university organization is subject to the following requirements:
- (1) The event must be consistent with the goals and purposes of the university or student organization.
 - (2) The university or student organization must designate a contact person who has knowledge of the non-university organization and the arrangements for the event, including the date, time, location, purpose, and number of attendees.
 - (3) The contact person must be present at the event.
 - (4) The university or student organization accepts fiscal responsibility for any fees, costs, and/or damage related to the

event which the non-university organization refuses or fails to pay.

- (H) Fronting prohibited. No organization or individual may “front” for another individual or organization. Fronting occurs when an individual or organization reserves space for the use of another individual or organization in order to conceal the identity of the true user, or to help the true user avoid university policies, rules, fees, or fiscal or insurance requirements.
- (I) Responsible office.
 - (1) Procedures for scheduling and use authorization vary among different facilities. In general information and access to university facilities is secured through the responsible office for the facility.
 - (2) The responsible office shall record confirmed and approved facility use on the university’s Banner System or the integrated administrative database in current use by the university.
 - (3) When an event or program requires the use of university parking facilities the responsible office shall contact parking services as soon as the reservation is made in order to request and schedule use of university parking facilities. The responsible office shall also contact university police and catering services if required for the event.
- (J) Cost, charges and fees.
 - (1) University and student events are subject to payment for the direct costs of facility usage. Direct costs include but are not limited to cost of staffing, security, set-up, cleaning, food and beverage costs, and damages incurred during an event.
 - (2) Non-university events are subject to direct costs of facility usage as well as equipment use and rental charges.

- (K) Food and alcohol. All food and beverages served in university facilities must be provided by the university's contracted food service provider unless otherwise stipulated. Requests to provide and/or sell alcoholic beverages must be approved in advance of an event. Restrictions and permit requirements for the provision and/or sale of alcohol are determined by the location of an event. Information regarding alcohol is available through the responsible office of the facility (see university policy 3356-5-10, Alcoholic beverages on campus).
- (L) Insurance. In order to use university facilities, student and non-university organizations are subject to all applicable university insurance coverage requirements.
- (M) Fundraising and commercial activity.
- (1) University facilities are not available for fundraising or commercial profit purposes if the funds are designated solely to enrich an individual or commercial entity. This does not preclude fundraising or profit making activities in support of the university or university or student organizations. University facilities and resources may not be used for political fundraising.
 - (2) All commercial sales, solicitations, and advertising activity on university facilities are prohibited without prior authorization from the university. Entities or individuals wishing to access the university for purposes of commercial solicitation or advertising should consult university policy 3356-7-19, Access to campus for purposes of commercial solicitation or advertising.
- (N) Use of university facilities by non-profit external organizations.
- (1) As a service to the community, Youngstown state university may allow the use of university facilities by non-profit external organizations for non-profit educational, recreational, social, religious, civic, philanthropic, and like purposes. Such use may not interfere in any way with the regular programs and activities of the university. External organizations are required to provide the director overseeing the facility with a current copy of the Internal

Revenue Service Exemption Letter indicating that the organization is incorporated as a 501(c)(3) non-profit organization (Note: a federal identification number is not a substitute for the IRS Exemption Letter).

- (2) All use and rental forms, procedures and university policies remain in effect for a non-profit organization. Where a non-profit organization requests a rental space discount, the availability and amount of a discount will be determined by the director overseeing the facility with final approval by the vice president of finance and administration. Security discount are to be determined by the university chief of police with final approval by the associate vice president of university relations. Parking and janitorial services are unable to provide discounts.
 - (3) If a university department, program or student group (collectively "campus entity") is sponsoring or co-sponsoring a nonprofit organization for an event on campus, rental fees may be waived; however all applicable university forms, procedures and policies remain in effect, including but not limited to the requirement that the campus entity shall provide a representative at the event to ensure all university policies are upheld.
- (O) Public Safety. University police officers may be required at certain events on campus. The chief of the Youngstown state university police department, or his/her designee, in conjunction with the responsible office of the facility, will make this determination. The necessity for and amount of public safety services and other safety personnel or services shall be based on the date, time, and location of the event, the type of event, the anticipated number of attendees and any other relevant factors and statutory requirements.
- (P) Change, suspension or termination of use. The university reserves the right to change locations and/or suspend or terminate current and future usage approval for any event, program, organization or individual under the following circumstances:
- (1) In the event of an emergency;

- (2) When usage interferes with or disrupts university functions or use:
- (3) When facilities are misused;
- (4) When the user of facilities, including attendees or participants, fails to comply with a usage agreement, university policy or rule, or local, state or federal laws.

AGENDA ITEM: C.1.c.

AGENDA TOPIC: Resolution to Approve Plan to Provide Students the Opportunity to Reduce the Cost of Earning a Degree by 5%

STAFF CONTACT(S): Neal McNally, Vice President for Finance & Business Operations

BACKGROUND: Section 369.600 of the current state budget bill, House Bill 64, states in part:

“The board of trustees of each state institution of higher education shall develop and implement a plan to provide all in-state, undergraduate students the opportunity to reduce the student cost of earning a degree by five per cent . . . Not later than October 15, 2015, the board of trustees of each state institution of higher education shall submit the plan required under this section to the Chancellor of Higher Education.”

SUMMARY AND ANALYSIS: Management recommends two initiatives that would enable Youngstown State University to comply with this legislative mandate, which combined would reduce students’ costs by 12.5%:

1. Expand the tuition bulk rate from the current 12-16 credit hours to 12-18 credit hours. By increasing the bulk rate by two credit hours, undergraduate students would have the opportunity to reduce the cost of attaining a degree by 10.4%. Not only would this reduce costs, it would also provide a financial incentive for students to enroll in more credit hours, thereby reducing time to degree completion, which would also reduce the cost of earning a degree.
2. Reduce the number of credit hours required to earn a bachelor degree from 124 to 120 hours. This action would reduce the cost of attaining a degree by 4.2%.

The table below illustrates the combined impact of these two actions.

<u>Current Max Credit Hours Inside Bulk Rate</u>			<u>Proposed Max Credit Hours Inside Bulk Rate</u>		
<u>Semesters</u>	<u>Credit Hours</u>	<u>Tuition Cost</u>	<u>Semesters</u>	<u>Credit Hours</u>	<u>Tuition Cost</u>
1	16	\$4,043.64	1	18	\$4,043.64
2	16	\$4,043.64	2	18	\$4,043.64
3	16	\$4,043.64	3	18	\$4,043.64
4	16	\$4,043.64	4	18	\$4,043.64
5	16	\$4,043.64	5	18	\$4,043.64
6	16	\$4,043.64	6	18	\$4,043.64
7	16	\$4,043.64	7	12	\$4,043.64
8	12	\$4,043.64			
	124	<u>\$32,349.12</u>		120	<u>\$28,305.48</u>
					Student Cost reduction: (\$4,043.64)
					Cost savings: -12.5%
					Reduction in Credits needed to earn degree: (4.0)
					Reduction in Semesters needed to earn degree: (1.0)

RESOLUTION:

**RESOLUTION TO APPROVE
A PLAN TO PROVIDE STUDENTS THE OPPORTUNITY
TO REDUCE THE COST OF EARNING A DEGREE BY 5%**

WHEREAS, Amended Substitute House Bill 64 of the 131st General Assembly requires the Board of Trustees of each state university to adopt and implement a plan to provide all in-state, undergraduate students the opportunity to reduce the cost of earning a degree by five per cent; and

WHEREAS, Amended Substitute House Bill 64 requires that said plan shall be adopted no later than October 15, 2015; and

WHEREAS, Youngstown State University intends to comply with this mandate by increasing the full-time tuition bulk rate range from 12 -16 credit hours to 12-18 hours, effective fall semester 2016; and

WHEREAS, the Youngstown State University Academic Senate has approved a proposal to reduce the number of credit hours required to attain a bachelor degree from 124 to 120 credit hours, effective fall semester 2015; and

WHEREAS, the combined effect of these two actions will result in savings opportunities for students that satisfies the percentage reduction required by Amended Substitute House Bill 64.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve this plan, as described herein, to provide in-state undergraduate students the opportunity to reduce the cost of earning a degree by five percent.

REVIEWED AS TO FORM AND CONTENT:


James P. Tressel, President

**Board of Trustees Meeting
September 24, 2015
YR 2016-**

AGENDA ITEM: C.1.d.

AGENDA TOPIC: Resolution to Designate PNC Bank as the Official Depository for University Funds

STAFF CONTACT(S): Neal McNally, Vice President for Finance & Business Operations

BACKGROUND: Pursuant to policy 3356-3-07 - Deposit of University Funds, the Board of Trustees “shall designate a local banking institution as the official depository for University funds . . .” Additionally, this policy establishes that “the official depository will be awarded a five-year contract . . . with a competitive selection process conducted every ten years or earlier.”

SUMMARY AND ANALYSIS: YSU’s existing 5-year contract with JP Morgan Chase will expire on September 30, 2015. This past spring, University management issued a request for proposals for campus banking services, the scope of which included treasury management, payroll and credit card processing, and merchant services.

Three banks submitted qualified proposals, including JP Morgan Chase, Huntington, and PNC. An internal selection committee comprised of campus administrators was established to review the proposals and make a recommendation to the VP for Finance. After considerable review, which included in-person presentations from two banks, the committee unanimously recommended that PNC Bank be selected as the University’s official depository. Based on the following factors, this recommendation has been accepted by the VP for Finance:

1. PNC’s vast experience in the higher education market, which encompasses 96 campuses nationwide with 10 campuses in Ohio, including Kent State University, the University of Akron, the University of Cincinnati, and Miami University.
2. PNC’s ability to meet all desired qualifications included in the RFP.
3. A competitive fee structure, estimated to be \$47,000 annually.
4. Financial commitments made by PNC, which include:
 - \$150,000 signing bonus paid to YSU;
 - Up to \$1.02 million in royalty payments to YSU over 10 years based on new student and workplace accounts;
 - Waiving approximately \$14,000 in service fees for first four months of contract; and
 - \$17,000 stipend paid to YSU for an ID Card Linking program.

RESOLUTION:

**RESOLUTION TO DESIGNATE PNC BANK AS THE
OFFICIAL DEPOSITORY FOR UNIVERSITY FUNDS**

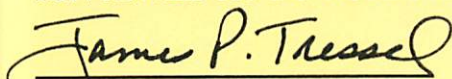
WHEREAS, the Deposit of University Funds policy 3356-3-07 requires that the Board of Trustees designate a local banking institution as the official depository for University funds, and all monies due and payable to the University shall be deposited with this designated institution in compliance with provisions of the Ohio Revised Code and all other applicable laws and regulations; and

WHEREAS, the University has conducted a competitive selection event to solicit requests for proposals for campus banking services, pursuant to said policy 3356-3-07; and

WHEREAS, University management has recommended that PNC Bank be designated the official depository for University funds.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby designate PNC Bank as the official depository for University funds for a five-year term commencing on the effective date.

REVIEWED AS TO FORM AND CONTENT:


James P. Tressel, President

**Board of Trustees Meeting
September 24, 2015
YR 2016-**

AGENDA ITEM: C.1.e.

AGENDA TOPIC: Resolution to Approve Interfund Transfers

STAFF CONTACT(S): Neal McNally, Vice President for Finance & Business Operations and Katrena Davidson, Controller

BACKGROUND: Year-end closing of University operating funds requires transfers from other funds to enable utilization of excess funds and/or to cover operating deficits. In addition, the Board of Trustees authorizes inter-fund transfers of \$100,000 or more for operating purposes, and for capital improvements or construction projects of \$500,000 or more. Transfers out of operating reserves require approval regardless of amount.

SUMMARY AND ANALYSIS: The University's operating performance for the fiscal year ending June 30, 2015, resulted in a net positive fund balance of \$271,185, as detailed on **Exhibit A**. Transfers from reserves totaling \$4.4 million are requested to close the general fund deficit; and transfers to reserves totaling \$3.3 million are requested to carry-forward excess balances in certain fee-based funds.

In addition, the University covers annual bond debt service with a combination of current year operating funds and debt service reserves, including gifts. The FY 2016 debt service obligation is \$4.9 million, net of \$0.5 million federal interest subsidy on the 2010 Bond Series. Four transfers totaling \$1.8 million from debt service reserve funds are being requested.

RESOLUTION:

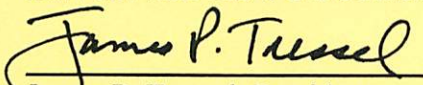
**RESOLUTION TO APPROVE
INTERFUND TRANSFERS**

WHEREAS, Institutional Policy Number 3356-3-11.1 (Previous Policy Number 3010.01) Budget Transfers, requires Board of Trustees approval for inter-fund transfers of \$100,000 or more for operating purposes or for any purpose other than a specific capital improvement project, for capital improvements or construction projects of \$500,000 or more, and for transfers out of operating reserves regardless of amount; and

WHEREAS, certain accounting and budget adjustments and transfers outside the operating budget are necessary during the course of a fiscal year and at the end of a fiscal year.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the transfer of funds, as detailed in Exhibit __.

REVIEWED AS TO FORM AND CONTENT:


James P. Tressel, President

**Board of Trustees Meeting
September 24, 2015
YR 2016-**

YOUNGSTOWN STATE UNIVERSITY
FY 2015 Operating Performance
General & Auxiliary Funds
DRAFT - 8/20/15 (subject to audit adjustments)

	GENERAL FUNDS				AUXILIARY FUNDS						
	General Fund*	Technology Lab/Materials Fees	College Fees	Program Fees	Andrews Rec Center	Housing Services	Athletics	Kilcawley Center	Bookstore	Parking Services	Industry & Labor Steel Mus
Revenue	\$142,486,517	\$3,160,250	\$1,948,749	\$385,089	\$50,303	\$9,457,580	\$3,257,745	\$818,237	\$4,719,080	\$3,450,496	\$86,929
Expenses	126,833,995	2,314,194	1,105,624	113,319	1,270,958	6,898,824	14,022,362	1,881,694	4,726,414	2,110,309	77,563
Transfers Out (In)	18,575,366	30,091	135,689	5,000	(1,432,866)	2,531,862	(10,828,432)	(1,309,825)		485,380	2,269
Total Exp & Transfers	145,409,361	2,344,285	1,241,313	118,319	(161,908)	9,430,686	3,193,930	571,869	4,726,414	2,595,689	79,832
Net Excess (Deficit)	(\$2,922,844)	\$815,965	\$707,436	\$266,770	\$212,211	\$26,894	\$63,815	\$246,368	(\$7,334)	\$854,807	\$7,097

(\$1,132,673)

\$1,403,858

Net Grand Total: **\$271,185**

*General Fund includes information services fees and scholarship funds.



YOUNGSTOWN STATE UNIVERSITY
Interfund Transfers Requiring Board Approval
Transfers Outside of the Operating Budget
Requested Transfers for First Quarter 2016

FROM	TO	AMOUNT	REASON
<i>Debt Service Reserve Funds</i>		<i>Debt Service Funds</i>	
			<i>Transfers to fund portion of FY16 Debt Service</i>
WCBA Gifts (Restricted Plant Fund)	Bond Fund - Series 2009	\$802,713	Portion attributed to the WCBA.
General Fund (Unrestricted Plant Fund)	Bond Fund - Series 2010	\$395,766	Portion supported by General Fund.
General Fund (Unrestricted Plant Fund)	Bond Fund - Series 2009	\$302,213	Portion supported by General Fund.
WATTS Gifts (Restricted Plant Fund)	Bond Fund - Series 2010	\$299,547	Portion attributed to WATTS.
<i>Various Funds (Unrestricted)</i>		<i>Operating Carry Forward (Designated Fund)</i>	
			<i>Transfer to fund the General Fund FY2015 year end deficit of (\$4,429,843)</i>
Technology Master Plan		\$1,125,628	
Debt Service Reserve - General Fund		\$545,279	
Parking Services Plant Reserve		\$427,404	
Housing Services Plant Reserve		\$400,000	
Tech & Lab Mat. Fee Carry Fwd		\$313,793	
General Fund Plant Reserve		\$300,000	
College Fee Carry Fwd		\$293,066	
English Learning Institute		\$236,618	
Kilcawley Center Plant Reserve		\$200,000	
Program Fee Carry Fwd		\$148,923	
Insurance Deductible		\$125,000	
Andrews Rec/Well Center Plant Reserve		\$106,106	
Scholarship Reserve		\$100,000	
Intercollegiate Athletics		\$63,815	
Industry & Labor Steel Museum Plant Reserve		\$44,212	
<i>Operating Carry Forward (Designated Fund)</i>		<i>Various Funds (Unrestricted)</i>	
			<i>Transfer year end excess of \$3,297,171 to designated fund</i>
	Tech & Lab Mat. Fee Carry Fwd	\$815,965	
	College Fee Carry Fwd	\$707,436	
	Program Fee Carry Fwd	\$266,770	
	Technology Master Plan	\$1,507,000	

AGENDA ITEM: C.2.b.

AGENDA TOPIC: Planning and Construction Projects Update

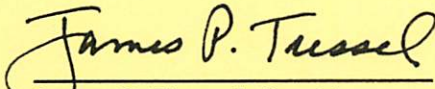
STAFF CONTACT(S): John Hyden, Executive Director of Facilities and Support Services, and Richard White, Director of Planning and Construction

BACKGROUND: This is a regular report presented to the BOT to keep them informed of what major projects are recently complete, currently ongoing, out for bidding, and which projects are currently in development.

SUMMARY AND ANALYSIS: Summary of projects recently completed over summer 2015, ongoing projects, and a brief update on projects anticipated for 2016. Projects currently ongoing include Elevator Safety Repairs and Replacements, Roof Renovations, Utility Distribution Upgrades, and Masonry Restorations. Projects for summer 2016 include Elevator Upgrades in Tod Hall, Maag Library, and M1 Parking Deck, M1 Deck Lighting Upgrades, Building System Upgrades, and Storm Water Repairs – Fedor Hall.

RESOLUTION: N/A – DISCUSSION ITEM ONLY

REVIEWED AS TO FORM AND CONTENT:


James P. Tressel, President

YSU Capital Projects Summary:

Board Update 8/19/2015

Capital Projects Currently Underway:

Elevator Safety Repairs and Replacements
YSU 1516-35

\$1.6M (Capital C34531) Murphy Contracting, Contractor
Elevator cars and equipment in DeBartolo Hall, Tod Hall, Ward Beecher, and Maag Library will be replaced. Modifications to the freight elevators in Moser Hall and Bliss Hall will also be completed. **Update:** Two cars in DeBartolo are complete with the third car now being upgraded. Also, the modifications to the freight elevators and the car in Ward Beecher are complete. Maag Library and Tod Hall elevators will be upgraded starting next spring.

Wind Turbines
YSU 1314-16R

\$156K (Grant) University Electric, Contractor
Wind Turbines are installed at the corner of Wick Avenue and the E.B. Service Road for STEM research. **Update:** Both turbines are installed but some adjustments need to be made. Also, additional equipment and a weather station will be installed at Melnick Hall.

Restroom Renovations
YSU 1516-40

\$900k (Capital Funds C34544) YSU Staff, Murphy Contracting
Renovations to the restrooms in Bliss Hall 1st floor, Tod Hall 1st 2nd and 3rd floors, Ward Beecher 1st floor Planetarium, and Sweeny Hall main level. **Update:** The restroom project is complete with some punchlist items and additional owner request items remaining.

Utility Distribution Upgrades and Expansion
YSU 1516-34

\$1.5M (Capital Funds C34541) C.L. Firestone, Penn Ohio EC
Upgrades and expansion of our electrical substation. **Update:** Work has started and some parts of the existing sub-station have been refurbished or replaced. Foundation work for the sub-station expansion has also begun and final details of the new sub-station components are being worked out.

Concrete Replacement
YSU 1516-52

\$225k (Capital Funds C34500) YSU Staff, Terreri Contracting
Replacement of damaged concrete drives, walkways, and steps. **Update:** Work is complete, only punchlist items remain.

Roof Repairs and Replacements
YSU 1516-36

\$1.2M (Capital Funds C34534) BSHM Architects, Boak and Sons
Sections of roofs on Tod Hall, Moser Hall, and Fedor Hall will be replaced. **Update:** Work is complete on Fedor Hall with only a few punchlist items remaining. Work has started on Tod Hall and is progressing well. Work on Moser Hall will start after Tod is complete.

Parking Deck Repairs

YSU 1516-55

\$450k (Local Funds) Walker Parking, CPS

Summer repairs and preventative maintenance to the M1 and M2 parking decks. **Update:** Work is complete for the start of fall classes.

Moser Hall Advanced Manufacturing Lab

YSU 1516-50

\$700k (Capital Funds C34543) YSU Staff, United Contractors

Renovation of space in Moser Hall for lab space and for the relocation of associated faculty offices. **Update:** Some project critical items were unaccounted for on the bid documents and are not included in the project. P&C staff are working with the end users to specify these items and get them installed to meet their operational needs. However, this will require another Controlling Board action and will delay the installation of some equipment.

Rec 5 Demolition

YSU 1516-53

\$150k (Capital Funds C34500) A.P. O'Horo

Removal of the retaining walls, fencing, and asphalt surface at Rec 5. The area will then be turned into green space. **Update:** This project is essentially complete. Only a few items.

Building Exterior Repairs

YSU 1516-51

\$1.1M (Capital Funds C34535) GPD Group, Advanced Rest.

Repairs to the masonry exteriors on Moser Hall, Ward Beecher and Stambaugh Stadium. **Update:** Work is nearing completion on the stadium and is progressing well. Also, work for Moser Hall and Ward Beecher has begun.

Melnick Hall Renovations

YSU 1516-1

\$4.65 (Capital, Local C34530) Strollo Architects, Murphy Cont.

Renovations to Melnick Hall for the relocation of the YSU Foundation and WYSU. **Update:** Work has started and is progressing very well.

Stambaugh Stadium Lighting Upgrades

YSU 1516-62

\$630k (Local Funds) CL Firestone, B&J Electric

Addition of new light poles and replacement of existing lighting. **Update:** Work is progressing and is projected to be complete prior to the start of the football season.

McDonough Museum Plaza Deck Replacement

YSU 1516-71

\$153k (Capital Funds) CPS Construction Group

This project will remove the deteriorated concrete deck over the gallery, replace/repair the membrane underneath, then replace the concrete. **Update:** Work has started and is projected to be complete soon after the start of fall classes.

Career Services Renovation

YSU 1516-44

\$80k (Local Funds) Brock Builders

This project is complete.

Projects in development for Fall 2015 and Spring 2016:

- Meshel Hall Renovations – 4th floor
- Elevator Replacements in Tod, Maag, and the M1 Parking Deck
- M1 Parking Deck Lighting (RFQ for design services was advertised, setting up interviews)
- Utility Distribution Upgrades – Steam Line Repair/Replacement
- Campus Core Lighting Upgrades, Phase II
- Building System Upgrades (RFQ was advertised, interview set for late August)
- Storm Water Upgrades – Fedor Hall
- Edmund J. Salata Complex Renovations