

**BOARD OF TRUSTEES  
FINANCE AND FACILITIES COMMITTEE**

**John R. Jakubek, Chair**  
**Scott R. Schulick, Vice Chair**  
**All Trustees are Members**  
**Cynthia E. Anderson, *Ex-Officio***

**BACKGROUND MATERIALS  
Tuesday, December 4, 2012**

- 1. Fiscal Year 2013 First Quarter Comparison of Budget to Actual for the General Operating Fund** **Tab 1**
- 2. Budget and Interfund Transfers for the Quarter Ending September 30, 2012, Reportable under Policy Number 3010.01, Budget Transfers, of the *University Guidebook*** **Tab 2**
- 3. Second Quarter FY2013 Vacancy Savings Report** **Tab 3**
- 4. Technology Master Plan Update** **Tab 4**  
Progress to date on major technology initiatives, as defined in the Technology Master Plan, is summarized for the areas of Computer Services, Media and Academic Computing Services, and Network Telecommunications and Security.
- 5. 2012 Annual Insurance Report** **Tab 5**
- 6. Update on IUC Shared Services** **Tab 6**
- 7. Campus Master Plan Update** **Tab 7**  
This update includes one prior approved Amendment – the Veterans Center.
- 8. Campus Smoking Policy Survey** **Tab 8**

**YOUNGSTOWN STATE UNIVERSITY**  
**Budget to Actual**  
**For the 3-month period of 7/1/12 - 9/30/12**

FY2013 Revenue 1st Quarter, 9/30/12	Fiscal Year 2013		Actual as a % of Budget	Business Indicator	FY12 actual compared to FY13 actual
	Budget	Actual			
Tuition and mandatory fees	\$103,937,510	\$51,385,458	49.4%	●	↓
Other tuition and fees	7,883,245	3,643,537	46.2%	●	↑
Student charges	1,390,286	590,827	42.5%	●	↓
State appropriations	38,752,093	9,689,838	25.0%	●	↓
Recovery of indirect costs	2,051,766	653,362	31.8%	●	↑
Investment income	1,400,000	139,055	9.9%	●	↓
Other income	885,100	144,739	16.4%	●	↑
<b>Total</b>	<b>\$156,300,000</b>	<b>\$66,246,816</b>	<b>42.4%</b>	<b>●</b>	<b>↓</b>

● On/Above target

● Caution

● Warning

FY2013 Expenses 1st Quarter, 9/30/12	Fiscal Year 2013		Actual as a % of Budget	Business Indicator	FY12 actual compared to FY13 actual
	Budget	Actual			
Wages	\$80,124,317	\$16,029,712	20.0%	●	↓
Benefits	27,127,074	5,453,501	20.1%	●	↓
Scholarships	4,771,440	645,670	13.5%	●	↓
Operations	16,569,557	2,573,530	15.5%	●	↑
Plant & maintenance	7,980,242	1,597,977	20.0%	●	↑
Fixed asset purchases	508,614	0	0.0%	●	↓
Transfers	19,364,920	19,376,071	100.1%	●	↓
<b>Total</b>	<b>\$156,446,165</b>	<b>\$45,676,461</b>	<b>29.2%</b>	<b>●</b>	<b>↓</b>

● On/Below target

● Caution

● Warning

**YOUNGSTOWN STATE UNIVERSITY**  
**Budget to Actual Comparison**  
**For the 3-month period of 7/1/12-9/30/12**

Overall, actual general fund revenues and expenses are below budgeted levels.

- Tuition and mandatory fees as a percentage of the annual budget was 49.4%, lower than expected. This is attributable to a fall semester enrollment drop of 4.3%. The University is taking action to address this revenue shortfall, including efforts to reduce expenses and exploring ways to restore enrollment levels.
- Other tuition and fees include non-resident surcharges, lab and material fees, college fees, graduation fees, and application fees. These fees as a percentage of the budget totaled 46.2% at the end of the first quarter. This is lower than expected, which is also attributable to the drop in fall semester enrollments.
- State appropriations are on target for the first quarter. However, the Ohio Board of Regents will finalize the State Share of Instruction formula calculations in December. This could impact state appropriation levels for the remainder of the year.
- Investment income, consisting of realized net gains and interest income, was 9.9% of the annual budget, lower than expected. This is due to the investment portfolio having been shifted to equity markets and a yield decline for fixed income investments. Management will review internal practices for disbursing interest income for possible revision.
- At 42.4% of the annual budget, combined revenues through the first quarter are below budgeted targets. A caution indicator was assigned due to two main factors: (1) the largest category of revenues—tuition and fees—are below target, as described above; and (2) concerns persist over future enrollment levels, the primary driver of revenues.
- At 29.2% of the annual budget, combined expenses and transfers for the first quarter are below budgeted targets. Actual expenses in nearly all major categories were below targeted levels, reflecting the University's efforts to curb spending in light of reduced revenues as described above.
- The largest categories of expenses—wages and benefits—were below targeted levels, largely due to the extraordinary level of vacant staff and faculty positions combined with reductions in health care expenses.



**YOUNGSTOWN STATE UNIVERSITY**  
**Reportable Budget and Interfund Transfers**  
**Quarter Ended September 30, 2012**

**BUDGET TRANSFERS WITHIN THE OPERATING BUDGET (i.e., General Fund and Auxiliaries):**

<b>FROM</b>	<b>TO</b>	<b>AMOUNT</b>	<b>REASON</b>
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None.

**TRANSFERS OUTSIDE OF THE OPERATING BUDGET:**

<b>FROM</b>	<b>TO</b>	<b>AMOUNT</b>	<b>REASON</b>
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Various Reserve Funds (Designated and Unrestricted Plant Funds)	Operating Carryforward (Designated Fund)	\$1,788,208	Approved by Board in September.
Operating Carryforward (Designated Fund)	Various Designated Funds (Designated Funds)	\$1,364,178	Approved by Board in September.
Debt Service Reserve - WCBA Gifts (Restricted Plant Fund)	Bond Fund - Series 2009 (Debt Service Fund)	\$851,779	Approved by Board in September.
Housing Services Plant Reserve (Auxiliary Plant Fund)	Kilcawley House Renovations - Phase 3 (Auxiliary Plant Fund)	\$700,000	Approved by Board in September.
Debt Service Reserve - General Fund (Unrestricted Plant Fund)	Bond Fund - Series 2010 (Debt Service Fund)	\$517,690	Approved by Board in September.
Bond Fund - Series 2013 (Debt Service Fund)	Housing & Residence Life (Auxiliary)	\$363,508	Approved by Board in September.
Debt Service Reserve - WATTS Gifts (Restricted Plant Fund)	Bond Fund - Series 2010 (Debt Service Fund)	\$299,547	Approved by Board in September.
Debt Service Reserve - General Fund (Unrestricted Plant Fund)	Bond Fund - Series 2009 (Debt Service Fund)	\$201,035	Approved by Board in September.

**TRANSFERS OUTSIDE OF THE OPERATING BUDGET:**

<b><u>FROM</u></b>	<b><u>TO</u></b>	<b><u>AMOUNT</u></b>	<b><u>REASON</u></b>
Athletic Facility - Gifts (Restricted Plant Fund)	Debt Service Reserve - WATTS Gifts (Restricted Plant Fund)	\$158,005	Transfer quarterly residual cash received on Athletic Facility pledges/gifts to a debt service fund in accordance with Board Resolution approved in June 2010 directing that any private contributions received for the WATTS Center after the payoff of the interfund loan be transferred on a quarterly basis for the Bond Series 2010. Outstanding pledges at 9-30-12 total approximately \$700,000.
Property Acquisition Fund (Unrestricted Plant Fund)	Church Deconstruction Fund (Unrestricted Plant Fund)	\$119,000	Approved by Board in September.
Unallocated Plant Fund (Unrestricted Plant Fund)	Property Acquisition Fund (Unrestricted Plant Fund)	\$86,456	Standard quarterly transfer of interest income/losses.
New WCBA Bldg - Gift Fund (Restricted Plant Fund)	Debt Service Reserve - WCBA Gifts (Restricted Plant Fund)	\$79,245	Transfer quarterly residual cash received on WCBA pledges/gifts to a debt service fund in accordance with Board Resolution approved in September 2009 directing that any private contributions received for the new WCBA building from July 1, 2009 forward be transferred on a quarterly basis. Outstanding pledges at 9-30-12 total approximately \$4.4 million.
Telephone Services Residence Hall Plant Reserve (Auxiliary Plant Fund)	Residence Hall Telephone Equipment Replacement Fund (Auxiliary Plant Fund)	\$60,000	Fund new fiber optic services installed between residence halls.
General Fund	Prison Match Fund (Restricted Fund)	\$54,000	Fund matching requirement.
Choose Ohio First Match (Restricted Fund)	Choose Ohio First Scholarship Match (Restricted Fund)	\$41,360	Transfer residual match funds to new match fund.

**TRANSFERS OUTSIDE OF THE OPERATING BUDGET:**

<b><u>FROM</u></b>	<b><u>TO</u></b>	<b><u>AMOUNT</u></b>	<b><u>REASON</u></b>
General Fund	Capital Facilities Project (Restricted Plant Fund)	\$31,542	Standard quarterly transfer of administrative fee income from local administration of State funded construction projects.
University Transportation Center for Research (Restricted Fund)	CTME Bridge Condition Contribution (Restricted Fund)	\$27,904	Transfer funding from main CTME grant to new CTME sub award.

**FY 2013 Vacancy Savings Report**  
**1<sup>st</sup> Quarter FY 2013 (as of September 30, 2012)**

The following quarterly vacancy savings report is provided pursuant to the FY 2013 Operating Budget, adopted by the Board of Trustees on June 13, 2012, which states in part:

*“Because the FY 2013 budget relies so heavily on vacancy savings, and because this use of position vacancies represents only temporary budgetary savings, the Administration will report quarterly to the Board of Trustees on the status of funds budgeted as vacancy savings.”*

Note that the figures provided in this report reflect permanently budgeted staff positions; faculty vacancy savings are not included here.

<b>YOUNGSTOWN STATE UNIVERSITY</b>	
<b>FY 2013 Quarterly Vacancy Savings Report</b>	
1st quarter - 9/30/12	
Original FY 2013 Budget	(\$4,944,484)
Budgeted FY 2013 Vacancies	4,944,484
Adjustments:	
Additional vacancy savings	825,313
Vacant positions filled	(1,473,922)
Vacancy Savings Balance/(Deficit)	(\$648,609)

# *Youngstown State University Information Technology Master Plan*

**December 2012 Update**

## **Banner Project – R. Marsico**

Since the September 2012 update, an additional 42 formal requests for computer services have been received by the applications systems group. Over this three month span, development staff have completed and obtained customer acceptance on projects associated with 29 formal requests leaving a net balance of 83 projects in the active or pending queues.

### **Project highlights include the following:**

- The Banner Web Time Entry Team will deliver enhancements to the automated leave request process in late December. A self-service application is being developed that will permit supervisors to return a previously submitted leave request to the employee should a change be necessary. This functionality, though basic, is not native to the Banner solution.
- A remote technical assessment of the University's implementation of the Operational Data Store (ODS) was conducted by Ellucian while delivering onsite Banner ODS technical training to staff in advance of the formal Business Intelligence (BI) project kickoff.
- Progress continues on migrating the Mathematics Assistance Center from their home-grown Microsoft Access Database to the Banner system. The center is now using Banner to track and categorize all students utilizing their services. Eight statistical reports, including detail instructor activity, have been delivered through WebFOCUS. Work on the remaining assessment reports is underway.
- Multiple University Development needs were addressed including the addition of a segment identifying donors attached to a specific development officer allowing for the targeted solicitation of donors with enhanced giving potential.
- Additional controls were introduced to the tuition remission eligibility verification process through modifications to the HR beneficiary online form. Added fields communicate birth certificate status as well as year of tax return on file. Though relatively minor, these changes eliminate significant manual effort and document handling previously necessary for determining remission eligibility.
- The Blackboard virtual learning environment has been further enhanced through the inclusion of additional Banner integration capabilities. Support was introduced for students enrolled via the College for the Over Sixty for whom credit courses totaling up to 12 credit hours per semester are available at no charge (on a non-credit basis). Work continued on the



efficient loading of class groups and handling of non-standard requests through the refinement of master class templates. Development and testing continues on the Blackboard self service auto-roster course request application. In advance of the upcoming spring term, this application will allow faculty to preselect courses to be auto rostered into the Blackboard learning system.

- Work continues on automating the travel expense reimbursement request form. Phase 1 includes the creation of a web application that will allow users to enter all travel-related information, submit the request for approval, and track reimbursement status. Most manual validation activities currently performed by Procurement Services will be incorporated into the application. Examples include the flagging of various reimbursement requests in excess of those permitted under the University travel guidelines. The second phase of the development effort will integrate the web application with a pre-travel self-booking tool allowing staff to seamlessly book their individual travel needs.

### **Media & Academic Computing – M. Hrishenko**

- Media & Academic Computing (M&AC) completed a reorganization to maintain quality technical support services in light of budget cuts, unfilled vacancies and eliminated positions. Leveraging the ERIP, the number of teams providing on-site support was reduced to improve consistency and agility of support. During the third quarter of 2012 M&AC completed over 1,700 service requests not including concerns resolved on first contact by the YSU Tech Desk. Part of this initiative will provide renewed emphasis on services provided by the Tech Desk.
- A new email system, Microsoft Office 365 was instituted for all YSU students as of September 21, 2012. Office 365 provides key benefits to students including:
  - ❖ An easier to use interface
  - ❖ 25 gigabytes (GB) of storage
  - ❖ Mobile access using smart phonesAdditionally, implementation of this new email service is critical to YSU portal upgrade efforts.
- Annual design, layout and editing of the Undergraduate Bulletin (2012-2013 edition) was recently completed.
- A suite of products, known as Altiris, was acquired, installed, tested and partially deployed to provide better tools for automated and remote support of the desktop. Efficiency of computer deployment/replacement will improve along with the ability to keep many more software applications patched to current levels. A positive impact on service levels and quality along with enhanced desktop security are anticipated. Tech Desk, Electronics Maintenance Services, Campus Technology Support and IT Infrastructure Engineering staffs have all received training in the use of the product. Full deployment will occur in conjunction with the domain project.

- Other services or service enhancements during the past several months include:
  - ❖ STEM upgrades for Fall including new PCs, new labs, and operating system upgrades to Windows 7
  - ❖ Documentation of the Office 365 email and OwnCloud large file transport services
  - ❖ Completely redesigned M&AC website including the YSU Tech Desk
  - ❖ Blackboard 9 upgrade along with training for product administration
  - ❖ Addition of computer labs in the College of Liberal Arts and Social Sciences and the Beeghly College of Education to the campus print management solution

### **Network Telecommunications & Security – J. Rakers**

- Network Telecommunications is nearing completion of the final phase of the Q2 distribution project. The final academic and administrative buildings: Maag, Jones, Phelps, Fedor, Stambaugh, and Bliss will be moved to the new fiber network this Winter, along with the Residence Halls.
- Network Security has completed implementation of the University's malware protection system from Palo Alto. The system will help protect University resources, students, and employees from malicious software on the Internet. It also provides user feedback when potentially dangerous interactions occur on the Internet.

# Youngstown

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STATE UNIVERSITY

**2012**

**INSURANCE REPORT**

# **Annual Insurance Report**

**November 2012**

This report outlines details regarding insurance coverage and premiums for fiscal year 2013, 2012 and 2011. Employee Health Insurance premiums are captured at the end of a fiscal year. The report includes FY 2012, 2011 and 2010. Building Replacement Values, Vehicle Assignments and Insurance Premium summaries are also provided. Data is compiled by the Department of Environmental and Occupational Health & Safety.

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## IUC-IC CASUALTY PROGRAM

Youngstown State University is a member of the Inter-University Council-Insurance Consortium a collaboration of 13 Ohio public universities. The IUC-IC collectively pools a core group of casualty and property risks. The Pool retains a portion of the risks and purchases insurance to protect members from the financial consequences associated with a large loss. The IUC-IC broker is Marsh, USA.

The casualty insurance program includes General Liability, Auto Liability and Educators Legal Liability. There is \$100,000 retention applicable per occurrence. Losses between \$100,000 and \$1,000,000 are covered by the IUC-IC Casualty Loss Pool. Covered losses in excess of \$1M are paid by the carrier. Each member of the IUC-IC has a dedicated excess limit of \$9 million. The casualty program also includes shared excess limits of \$40 million for General and Auto Liability and \$20 million Educators Legal Liability.

### CASUALTY POOL

Contribution:	FY 13	\$71,170	includes:
	Pool Contribution		39,054
	Administrative Fees		18,139
	Loss Control		13,977

Contribution:	FY 12	\$145,432	includes:
	Pool Contribution		112,068*
	Administrative Fees		21,258
	Loss Control		12,106

\*includes mid-year increase due to actuarial projections and reserves.

Contribution:	FY 11	\$49,881	includes:
	Pool Contribution		18,932
	Administrative Fees		22,268
	Loss Control		8,681

General Liability Insurance (GL) - Provides liability coverage of \$1,000,000 for bodily injury or property damage. Personal and advertising injury, liability protection for non-owned/owned watercraft, liquor liability and police professional liability are also included.

Automobile Liability Insurance (AL) - Provides liability coverage of \$1,000,000.

Educators Legal Liability Insurance (ELL) - Provides \$1,000,000 liability coverage per individual/\$1,000,000 aggregate for "wrongful acts." Includes all Youngstown State University professionally licensed employees, Board of Trustees and volunteers. Also covers student interns while participating in University-sponsored programs.

**FIRST EXCESS LAYER – FY 13, 12**

Underwriter: Genesis (GL/AL/ELL)  
Premium: FY 13 40,657  
FY 12 41,530

Provides \$9,000,000 dedicated liability coverage. Coverage is extended to the University, the Board of Trustees, employees and volunteers.

**EXCESS LAYERS – FY 11**

Underwriter: Lexington (GL/AL), National Union (ELL)  
Premium: FY 11 43,281

Provides \$4,000,000 dedicated liability coverage.

Underwriter: Lexington (GL/AL), National Union (ELL)  
Premium: FY 11 9,648

Provides \$5,000,000 shared liability coverage in excess of \$5,000,000

**SHARED EXCESS LAYER**

Underwriter:	United Educators			
Premium:	FY 13	38,374	26,629	GL/AL
			11,745	ELL
	FY 12	39,609	27,532	GL/AL
			12,077	ELL
	FY 11	39,718	27,242	GL/AL
			12,476	ELL

Provides \$25M (GL) and \$20M (ELL) in excess of \$10M.

**SHARED EXCESS LAYER (GL/AL)**

Underwriter: Fireman's Fund (FY 13, 12), Westchester Fire (FY11)  
Premium: FY 13 4,227  
FY 12 4,341  
FY 11 5,721

Provides \$15M in excess of \$35M.

**POLLUTION**

Underwriter: Chartis (new)  
Premium: FY 13 4,025

Provides \$ 5,000,000 coverage for Pollution Legal Liability.

### **CRIME COVERAGE**

Underwriter: National Union Fire Insurance Company  
Total Premium: FY 13 3,961  
FY 12 3,870  
FY 11 4,205

Provides \$5,000,000 (\$100,000 deductible) in coverage for the loss of money or securities as a result of employee theft, forgery, alteration, computer fraud or funds transfer fraud.

### **FOREIGN LIABILITY**

Underwriter: Insurance Co. of the State of Pa. -Worldsource  
FY 13 1,865  
FY 12 2,283  
FY 11 2,479

Provides liability coverage for University employees traveling worldwide on University-sponsored business in the amount of \$1,000,000 per occurrence/\$1,000,000 aggregate. Coverage includes general liability, auto liability and foreign workers' compensation.

### **MEDICAL MALPRACTICE INSURANCE**

Underwriter: Ace (FY 13), Chartis (FY 12, 11)  
Premium: FY 13 6,199  
FY 12 7,541  
FY 11 8,550

Provides healthcare professional liability coverage (\$25,000 deductible) for administrators, faculty and students in training programs. (\$1M/3M).

### **SPECIAL TRAVEL ACCIDENT**

Underwriter: US Specialty Inc.  
Premium: FY 13 385  
FY 12 403  
FY 11 435

Coverage is for monies and assistance for special travel incidents.

### **INTERNATIONAL HEALTH & SAFETY RISK SERVICE**

Underwriter: International SOS  
Premium: FY 13 2,905  
FY 12 4,628

Medical, personal and safety (security) support and assistance for faculty, staff and students.

## IUC-IC PROPERTY PROGRAM

The University is insured for damage to all buildings and contents at replacement cost. There is a \$100,000 deductible applicable per occurrence. Losses between \$100,000 and \$350,000 are covered by the IUC-IC Property Loss Pool. Losses in excess of \$350,000 are paid by the carrier. Each member has a dedicated limit of \$100 million per occurrence and a shared excess limit of \$900 million.

### PROPERTY POOL

Premium:	FY 13	\$28,606	includes:		
		Property Pool		-0-	
		Auto physical damage		10,043	
		Loss control		14,223	
		Administrative fees		4,340	
		FY 12	\$68,197	includes:	
			Property Pool		30,986
			Auto physical damage		20,134
			Loss control		13,101
			Administrative fees		3,976
		FY 11	\$88,331	includes:	
			Property Pool		55,985
			Auto physical damage		13,470
		Loss control		14,637	
		Administrative fees		4,239	

Pool also provides coverage for automobile physical damage claims to University vehicles (\$1000 deductible).

### PRIMARY LAYER - \$100M

Underwriters:	Lexington Insurance Company
Premium:	FY 13 122,896
	FY 12 102,065
	FY 11 98,445

Provides replacement cost coverage for loss beyond the \$350,000 for buildings and property due to perils such as (but not limited to) fire, storm, riot, explosion and theft. Also includes Business Income and Equipment Breakdown (Boiler & Machinery) Coverage.

### SHARED EXCESS LAYER - \$400M

Underwriters:	Lexington Insurance Company
Premium:	FY 13 17,803
	FY 12 15,621
	FY 11 13,059

Provides \$400M in excess of \$100M.



**SHARED EXCESS LAYER - \$500M**

Underwriter: Lexington Insurance  
Premium: FY 13 11,325  
FY 12 9,749  
FY 11 9,935

Provides \$500M in excess of \$500M.

**BUSINESS TRAVEL ACCIDENT INSURANCE**

Underwriter: Zurich American  
Premium: FY 13 2,979  
FY 12 3,101  
FY 11 3,101

Coverage provides \$100,000 for Accidental Death & Dismemberment for each employee or member of the Board of Trustees while traveling on University business. There is an aggregate limit of \$1,000,000.

**FINE ARTS-MUSEUM INSURANCE**

Underwriter: Willis Fine Art Insurance  
Broker: James & Sons  
Premium: FY 13 3,250  
FY 12 3,250  
FY 11 3,250

Coverage includes works of art that are part of the permanent collection, loaned collection and special exhibitions. A \$500 deductible applies to permanent items.

**POLICE OFFICER BOND**

Underwriter: State Auto Insurance  
Broker: Agler Insurance Agency  
Premium: FY 13 1,200  
FY 12 1,200  
FY 11 1,200

Coverage is \$10,000 bond per officer.

**STUDENT INJURY AND SICKNESS INSURANCE**

Underwriter: United Healthcare Insurance Co.  
Premium: FY 13 1,818  
FY 12 1,755  
FY 11 1,097

Plan offered to eligible students on a voluntary basis.

**INTERCOLLEGIATE SPORTS ACCIDENT INSURANCE**

Agency: Borden Perlman (13), Trust Way (12), Buck Ins. (11)  
Premium: FY 13 12,819\*  
FY 12 112,107  
FY 11 47,250

Program provides accident medical and dental coverage as well as accidental death & dismemberment for participants of various intercollegiate sports. \* FY13 (Aggregate Deductible Plan includes \$12,819 insurance premium, \$84K self funded account and \$15K TPA fee).

**INTERCOLLEGIATE LIFETIME CATASTROPHIC INJURY INSURANCE**

Underwriter: Lincoln National Life Insurance  
Premium: Paid by NCAA for FY 13, FY 12, FY 11

Provides lifetime medical and rehabilitation benefits to students participating in the intercollegiate athletics program.

**WORKERS' COMPENSATION**

Underwriter: State of Ohio, Bureau of Workers' Compensation  
Premium: FY 13 0.1431 per \$100 of payroll  
FY 12 0.2665  
FY 11 0.1993

Coverage is for medical expenses and partial salary compensation.

**UNEMPLOYMENT COMPENSATION**

Underwriter: State of Ohio, Ohio Department of Job & Family Services  
Premium: FY 12 97,593  
FY 11 124,605  
FY 10 170,835

Coverage provides benefits for individuals who have been "laid off" from University employment.

**EMPLOYEE HEALTH INSURANCE**

**Underwriter:** Medical Mutual of Ohio  
**Self-Insured Paid** Classic Plan  
FY 12 1,762,007  
FY 11 3,187,682  
FY 10 2,477,133

Super Med Select Plan  
FY 12 5,082,019  
FY 11 7,867,376  
FY 10 6,558,878

Super Med HMO Plan  
FY 12 436,892  
FY 11 907,321  
FY 10 615,905

Super Med Plus Plan  
FY 12 2,788,939

**Premium:** FY 12 Aggregate Stop Loss Premium \$3,202.64 per month plus a specific Stop Loss Premium of \$58,249.52 for a total of \$61,452.16 (monthly). Stop Loss Premium for Super Med Classic, Select and HMO combined for a total annual Stop Loss amount of \$737,425.92. Specific Stop Loss Retention is \$175,000 per individual.

FY 11 Aggregate Stop Loss Premium \$3,203.97 per month plus a specific Stop Loss Premium of \$50,702.12 for a total of \$53,906.09 (monthly). Stop Loss Premium for Super Med Classic, Select and HMO combined for a total annual Stop Loss amount of \$646,873.08. Specific Stop Loss Retention is \$175,000 per individual.

FY 10 Aggregate Stop Loss Premium \$3,161.50 per month plus a specific Stop Loss Premium of \$45,461.72 for a total of \$48,623.22 (monthly). Stop Loss Premium for Super Med Classic, Select and HMO combined for a total annual Stop Loss amount of \$583,478.64. Specific Stop Loss Retention is \$175,000 per individual.

**Monthly Adm. Fees:** FY 12 44,302  
FY 11 43,835  
FY 10 43,240

Coverage includes hospitalization, medical and major medical.

**EMPLOYEE DENTAL, VISION AND PRESCRIPTION DRUG INSURANCE**

Underwriter: Medical Mutual of Ohio (Dental)  
Self-insured Paid  
Claims: FY 12 683,146  
FY 11 764,972  
FY 10 687,839

Underwriter: Medical Mutual of Ohio (Vision)  
Self-insured Paid  
Claims: FY 12 110,688  
FY 11 123,234  
FY 10 111,234

Underwriter: Medical Mutual of Ohio (Prescription Drugs)  
Self-insured Paid  
Claims: FY 12 3,556,260  
FY 11 3,502,037  
FY 10 3,317,416

**EMPLOYEE LIFE AND LONG TERM DISABILITY INSURANCE**

Premium: July 2011 – June 2012 .137/\$1000 Standard Life  
July 2010 – June 2011 .137  
September 2009-June 2010 .137

Provides term life insurance in the amount of 2½ x annual salary.

Underwriter: Sun Life Assurance (Long Term Disability)

Premium: 2012 .22 /\$1,000  
2011 .22  
2010 .22

Premium is per calendar year and covers all full-time employees with less than five years of Ohio retirement service credit. Benefit is 60% of monthly earnings not to exceed \$7,500/month or less than \$100/month.

**INTER-UNIVERSITY COUNCIL-INSURANCE CONSORTIUM  
COST SUMMARY FOR YOUNGSTOWN STATE UNIVERSITY**

Coverage	FY13	FY12	FY11
<b>CASUALTY</b>			
Administrative Fees	18,139	21,258	22,268
Loss Control/Consulting	13,977	12,106	8,681
<b>\$1M Layer</b>			
Self Insurance Pool	39,054	112,068*	18,932
<b>\$4M Layer</b>			
General Liability/ELL	n/a	n/a	43,281
<b>\$9M Excess Layer</b>			
General/AL/ELL \$9M x/s 1M	40,657	41,530	n/a
<b>Shared Excess Layers</b>			
General Liability/ELL \$5M	n/a	n/a	9,648
\$25M x/s \$10M (GL)	26,629	27,532	27,242
\$20M x/s \$10M (ELL)	11,745	12,077	12,476
\$15M x/s \$35M (GL Only)	4,227	4,341	5,721
<b>Other Coverage</b>			
Crime	3,961	3,870	4,205
Foreign Liability	1,865	2,283	2,479
Special Accident	385	403	435
Medical Malpractice	6,199	7,541	8,550
ISOS	2,905	4,628	n/a
Pollution	4025	n/a	n/a
<b>CASUALTY TOTAL</b>	<b>173,768</b>	<b>249,637</b>	<b>163,918</b>
<b>PROPERTY</b>			
Administrative Fees	4,340	3,976	4,239
Auto Physical Damage	10,043	20,136	13,470
Property Pool	0	30,986	55,985
Loss Control/Engineering	14,223	13,101	14,637
<b>Primary \$100M Layer</b>	<b>122,896</b>	<b>102,065</b>	<b>98,445</b>
<b>Shared Excess Layers</b>			
\$400M x/s \$100M	17,803	15,621	13,059
\$500M x/s \$500M	11,325	9,749	9,935
<b>PROPERTY TOTAL</b>	<b>180,630</b>	<b>195,634</b>	<b>209,770</b>
<b>PROGRAM TOTAL</b>	<b>\$354,398</b>	<b>\$445,271</b>	<b>\$373,688</b>

n/a – not applicable

\*FY12, includes mid-year increase due to actuarial projections and reserves.

**BUILDING AND CONTENT REPLACEMENT VALUES**

<b>Location Name</b>	<b>Total Value</b>	<b>Location Name</b>	<b>Total Value</b>
36 Wood Street	587,520	Maag Library	116,664,605
275 Fifth Ave.	414,569	McDonough Museum of Art	4,573,766
315 Elm St.	372,300	Melnick Hall	3,186,868
Alumni House	984,739	Meshel Hall	29,664,484
Andrews Recreation Center	18,553,288	Moser Hall	43,555,129
Beeghly College of Education	25,470,166	Parking Deck M-1	19,997,610
Beeghly Center	37,957,496	Parking Deck M-2	11,672,530
Bliss Hall	47,527,919	Pedestrian Bridge	1,797,908
Cafaro House	14,897,051	Phelps Building	4,557,452
Carpenters Hall	489,600	Pilgrim Church	2,113,114
Central Utility Building	10,574,386	Pollock House	2,180,000
Chemical Management	3,884,907	Salata Complex	10,494,229
Chilled Water Storage	2,458,145	Smith Hall	1,307,289
Christman Dining Hall	4,038,899	Stambaugh Stadium	49,988,835
Clingan Waddell Hall/Garage	1,921,582	Substation	7,249,773
Coffelt Hall	1,156,069	Sweeney Hall	1,902,368
Courtyard Apartments	23,464,150	Tod Hall	16,298,142
Cushwa Hall	45,255,224	Track Storage	435,948
DeBartolo Hall	23,795,949	Ward Beecher Hall	47,459,092
Fedor Hall	11,765,327	WATTS	12,500,000
Garfield Building	3,194,885	Weller House	2,296,446
Jones Hall	11,798,456	Westinghouse Building	3,928,562
Kilcawley Center	30,241,634	Wick House	2,097,544
Kilcawley House	8,989,709	Williamson Hall	34,183,450
Lincoln Building	12,316,908		
Lyden House	13,024,821		
<b>Total</b>	<b>\$ 785,240,743</b>		

### ASSIGNMENT OF UNIVERSITY VEHICLES

<b>Department</b>	<b>Autos</b>	<b>Trucks</b>	<b>Vans</b>	<b>Other</b>	<b>Total</b>
Admissions				1	1
Campus Recreation				1	1
Delivery Services			1	1	2
Electronic Maintenance			1	3	4
EOHS			1		1
Facilities		4	7	3	14
Grounds	1	10		14	25
Housing		1	2		3
Janitorial Services/Recycling	1	2	1		4
Motor Pool	1		6	2	9
Parking/Support Services	3	7	1		11
Police	15				15
President's Office	1				1
Procurement Services			2		2
STEM College	1			2	3
Telephone Services	1		1		2
<b>Total</b>	<b>24</b>	<b>24</b>	<b>23</b>	<b>27</b>	<b>98</b>

### NON-IUC INSURANCE SUMMARY

Coverage	Underwriter	FY 13	FY 12	FY 11
Workers' Compensation Per \$100 in payroll	State of Ohio	0.1431	0.2665	0.1993
Fine Arts Museum	Willis	3,250	3,250	3,250
Business Travel Insurance	Zurich	2,979	3,101	3,101
Police Officer Bond	State Auto	1,200	1,200	1,200
Student Injury & Sickness Paid voluntarily by student	United Healthcare	1,818	1,755	1,097
Intercollegiate Sports	Agency: Borden Periman (13), Trust Way (12), Buck Ins. (11)	12,819*	112,107	47,250
Intercollegiate Lifetime Catastrophic Injury	Lincoln National Life	Paid by NCAA	Paid by NCAA	Paid by NCAA

\*Details - Page 6.

### EMPLOYEE INSURANCE SUMMARY

Coverage	Underwriter	FY 12	FY 11	FY 10
Unemployment Compensation	State of Ohio	97,593	124,605	170,835
Super Med Classic	Medical Mutual	1,762,077	3,187,682	2,477,133
Super Med - Select		5,082,019	7,867,376	6,558,878
Super Med HMO		436,892	907,321	615,905
Super Med Plus		2,788,939	n/a	n/a
Stop Loss Premium		737,425	646,873	583,478
Dental		693,146	764,972	687,839
Vision		110,688	123,219	111,234
Rx		3,556,260	3,502,037	3,317,416
Administrative Fees	Medical Mutual	531,624	526,020	518,880
Employee Life <sup>1</sup> Rate per \$1000	Standard Life	.137	.137	.137
Long Term Disability <sup>1</sup> Rate per \$1000	Sun Life Assurance	.220	.220	.220
<b>Total</b>		<b>15,796,663</b>	<b>17,650,105</b>	<b>15,041,598</b>
<sup>1</sup> not included in total, n/a-not applicable				



## **Shared Services Update – November 9, 2012**

Movement forward on the NEO Shared services initiative has been slowed by the attention that the members have been directing to local, enrollment and associated revenue challenges and the difficulty of scheduling meetings when people are otherwise engaged with critical local activities. The large group has not yet had an opportunity to meet this Fall.

The NEO IT CIO/CTO group met in October and has agreed to put together a list of initiatives to present to the region. This may involve the University of Akron engaging a consultant to assess items of common interest.

Kevin Reynolds and Debby LaRocca from YSU – HR met with Mary Kay Bruner and Mike Mayer from Lakeland Community College met to discuss the Lake County Schools Health Care Consortium. Following that meeting Kevin asked Janet Lukacs from Gallagher Consulting to obtain information on the drug program the the Health Action Council has established and is a component of the Lake plan.

Paul Kobulnicky attended the initial meeting of the Ohio Board of Regents – Efficiency Advisory Committee where he was asked to report on the NEO initiative as an example of self-initiated, rather than top-down directed, shared services. The Advisory Committee is expected to meet quarterly and to prepare a report to the Board and the Legislature.

## **CAMPUS MASTER PLAN UPDATE**

**11/8/12**

The staff recommends that the Board consider amending the *Campus Master Plan* to reflect the following change:

### **Amendment 12-01: PECK HOUSE**

Existing Language:

#### **PECK HOUSE**




- Secure the building envelope of the house by making deferred maintenance investments in roof, gutter, windows, and siding to insure that the building is weather-tight and suitable for renovation. Undertake such investment in a manner consistent with the Secretary of Interior Standards.
- Consider reuse of the building as a bed-and-breakfast style guest house to meet the needs of the university and business communities.

Proposed Language:



#### **PECK HOUSE**

- Deconstruct and/or demolish the building and develop the site as a location for construction of a Veteran's Affairs facility.


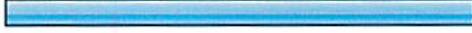
1. Which of the following categories best describes your YSU status?

		Response Percent	Response Count
Student		72.3%	1,190
Faculty		12.6%	208
Staff		15.0%	247
		answered question	1,645
		skipped question	6



2. Are you aware of YSU's current Smoke-Free Environment Policy (University Guidebook Number 4001.01)?

		Response Percent	Response Count
YES		73.7%	1,212
NO		26.3%	433
		answered question	1,645
		skipped question	6



3. Do you believe that YSU does an adequate job of communicating the current Smoke-Free Environment Policy?

		Response Percent	Response Count
YES		26.3%	431
NO		73.7%	1,208
		answered question	1,639
		skipped question	12



**4. Do you believe that the current Smoke-Free Environment Policy is effectively enforced?**

		Response Percent	Response Count
YES		15.3%	251
NO		84.7%	1,385
answered question			1,636
skipped question			15



**5. Are you aware of the State of Ohio's current statewide ban that does not permit smoking in any public place or workplace (Ohio citizens approved the ballot issues in November 2006)?**

		Response Percent	Response Count
YES		86.3%	1,417
NO		13.7%	225
answered question			1,642
skipped question			9

**6. Do you believe that by enforcing a tobacco-free campus, YSU can significantly curb tobacco use of students, faculty and staff to make our campus a healthier environment?**

		Response Percent	Response Count
YES		59.2%	971
NO		40.8%	670
answered question			1,641
skipped question			10

**7. Do you believe that YSU should become a tobacco-free campus?**

		Response Percent	Response Count
YES		67.4%	1,104
NO		32.6%	535
		answered question	1,639
		skipped question	12

**8. Any other comments or suggestions about this issue?**

	Response Count
	778
	answered question 778
	skipped question 873

**9. Would you like information about quitting smoking or other tobacco use? If yes, please provide an email address below.**

	Response Count
	144
	answered question 144
	skipped question 1,507