

DIVIDER

Finance & Facilities Committee



RESOLUTION TO AUTHORIZE ENERGY PERFORMANCE CONTRACT WITH JOHNSON CONTROLS, INC. FOR ENERGY SAVINGS MEASURES AND TO SECURE PROJECT FINANCING THROUGH PNC EQUIPMENT FINANCE

WHEREAS, Ohio Revised Code Sections 3345.61 - 3345.66 enable the Board of Trustees of a public state university to implement energy conservation measures for its building, structures and systems using installment financing plans; and

WHEREAS, the Board of Trustees of Youngstown State University adopted a "Resolution to Authorize Request for Proposals for Energy Savings Performance Contract" at its meeting of October 7, 2014, authorizing the Administration to solicit energy savings proposals; and

WHEREAS, the Board of Trustees of Youngstown State University adopted a Resolution to approve the selection of Johnson Controls, Inc. as its energy efficiency contractor at its meeting of December 16, 2014; and

WHEREAS, Johnson Controls has submitted to the University a list of specific improvements and operational efficiency measures that Johnson Controls proposes to install, which improvements and measures constitute "energy conservation measures" as defined in Section 3345.61 of the Ohio Revised Code; and

WHEREAS, Johnson Controls has provided a performance contract that stipulates and guarantees annual financial savings from the recommended measures; and

WHEREAS, said performance contract requires Johnson Controls to reimburse the University for any unmet financial savings that are projected to result from the energy conservation measures; and

WHEREAS, the University has complied with applicable requirements of Ohio Revised Code Sections 3345.64-66 in soliciting proposals, assessing qualifications, and reviewing cost projections; and

WHEREAS, the Administration seeks to borrow up to \$16,000,000 from PNC Equipment Finance pursuant to a Tax-Exempt Lease Purchase Agreement, a form of which has been submitted to the University, to finance the energy savings measures recommended by Johnson Controls, and to make the rental payments under such Tax-Exempt Lease Purchase Agreement from the revenues derived from the annual savings in energy and operating costs realized as a result of the energy conservation measures and from payments made, if any, by Johnson Controls under the performance contract;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University hereby accepts the recommendation of the Administration to enter into a contract with Johnson Controls, Inc. to implement campus energy savings measures in an amount not to exceed \$16,000,000, and authorizes the Administration to negotiate and enter into a performance contract with respect to same; and

Youngstown

STATE UNIVERSITY

BE IT ALSO RESOLVED, that the Board of Trustees of Youngstown State University has determined that the cost of the proposed performance contract is not likely to exceed the amount of money the University would save in energy and operating costs from the energy conservation measures over no more than fourteen years; and

BE IT FURTHER RESOLVED, that the Board of Trustees of Youngstown State University authorizes each of the President or Vice President for Finance & Administration to execute the Tax-Exempt Lease Purchase Agreement with PNC Equipment Finance to finance the energy savings measures, in a principal amount of not to exceed \$16,000,000, with an interest rate component of not more than 5% per annum, and a maximum term of 14 years, in the form submitted but with such changes as shall be in the best interest of the University, as determined by the execution of the Tax-Exempt Lease Purchase Agreement by such authorized officers; and

BE IT FURTHER RESOLVED, that such Tax-Exempt Lease Purchase Agreement shall include a statement to the effect that the University's obligations for the payment of rental payments thereunder are not general obligations, debt or bonded indebtedness of the University or of the State or any political subdivision thereof, and that the right to such rental payment is limited to the revenues pledged for such purpose thereunder; and

BE IT FURTHER RESOLVED, that the Board of Trustees hereby covenants that the University will not take any action, or fail to take any action, if any such action or failure to take action would adversely affect the exclusion from gross income of the interest on the Tax-Exempt Lease Purchase Agreement under Section 103(a) of the Internal Revenue Code of 1986, as amended (the "Code"), and without limiting the generality of the foregoing, covenants that it will cause to be submitted the appropriate statements or filings to the Internal Revenue Service containing the information required by the Code, and covenants to pay any amounts required to be rebated to the United States pursuant to Section 148(f) of the Code, which covenant shall survive the payment in full or defeasance of the Tax-Exempt Lease Purchase Agreement; and

BE IT FURTHER RESOLVED, that the Board of Trustees of Youngstown State University authorizes each of the President or Vice President for Finance & Administration to determine which of the energy conservation measures are to be financed with proceeds of the Tax-Exempt Lease Purchase Agreement and to make, execute, acknowledge and deliver such financing statements, closing certificates, escrow agreements and other instruments or agreements as are, in the opinion of bond counsel, necessary to carry out the purposes of this resolution.

PRELIMINARY

14-Year Term		YSU Lease Payments to PNC*				Phase II Project Performance**			
Year	Fiscal Year	Interest*	Principal	Total Payment	Balance	Utility Savings	Operating Costs	Annual Net Savings	Cumulative Savings
	FY2016				\$16,000,000				
1	FY2017	\$496,000	\$0	\$496,000	16,000,000	(\$2,014,100)	\$378,389	(\$1,139,711)	(\$1,139,711)
2	FY2018	496,000	659,454	1,155,454	15,340,546	(2,094,664)	389,740	(549,470)	(1,689,181)
3	FY2019	475,557	734,702	1,210,259	14,605,844	(2,178,450)	401,432	(566,759)	(2,255,940)
4	FY2020	452,781	814,732	1,267,513	13,791,112	(2,265,588)	413,475	(584,600)	(2,840,540)
5	FY2021	427,524	899,798	1,327,322	12,891,314	(2,356,212)	425,880	(603,010)	(3,443,550)
6	FY2022	399,631	990,168	1,389,799	11,901,146	(2,450,460)	438,656	(622,005)	(4,065,555)
7	FY2023	368,935	1,086,119	1,455,054	10,815,027	(2,548,479)	451,816	(641,609)	(4,707,164)
8	FY2024	335,266	1,187,945	1,523,211	9,627,082	(2,650,418)	465,370	(661,837)	(5,369,001)
9	FY2025	298,439	1,295,952	1,594,391	8,331,130	(2,756,435)	479,331	(682,713)	(6,051,714)
10	FY2026	258,265	1,410,463	1,668,728	6,920,667	(2,866,692)	493,711	(704,253)	(6,755,967)
11	FY2027	214,540	1,531,813	1,746,353	5,388,854	(2,981,360)	508,523	(726,484)	(7,482,451)
12	FY2028	167,054	1,660,358	1,827,412	3,728,496	(3,100,614)	523,778	(749,424)	(8,231,875)
13	FY2029	115,583	1,796,464	1,912,047	1,932,032	(3,224,639)	539,492	(773,100)	(9,004,975)
14	FY2030	59,893	1,932,032	1,991,925	0	(3,353,624)	555,676	(806,023)	(9,810,998)
		<u>\$4,565,468</u>	<u>\$16,000,000</u>	<u>\$20,565,468</u>	<u>N/A</u>	<u>(\$36,841,735)</u>	<u>\$6,465,269</u>	<u>(\$9,810,998)</u>	<u>N/A</u>

* Based on 3.10% interest. Actual interest rate at lease commencement will be indexed to the average life interest rate swap published by the Federal Reserve three days from funding.

**Based on 4% utility inflation and 3% operating cost escalator. Actual savings and costs will vary based on future economic conditions.

**RESOLUTION TO MODIFY
INSTITUTIONAL INSURANCE PROGRAMS POLICY, 3356-3-06
(PREVIOUS POLICY NUMBER 3005.01)**

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;

WHEREAS, the Institutional Insurance Programs 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 Policy governing Institutional Insurance Programs, policy number 3356-3-06 (Previous Policy Number 3005.01) of the *University Guidebook*, shown as Exhibit **H** attached hereto. A copy of the policy indicating changes to be made is also attached.

UNIVERSITY GUIDEBOOK

3356-06 Institutional insurance programs.
(Previous Policy Number 3005.01)

Title of Policy: ~~_____~~ **Institutional Insurance Programs**

Responsible Division/Office: Finance and Administration

~~Approving~~**Responsible** Officer: Vice President for Finance and Administration

Revision History: June 1998; October 2010; June 2015

~~Resolution Number (s): _____~~ ~~YR 1999-17; YR 2011-13~~

Board Committee: Finance and Facilities

EFFECTIVE DATE: ~~October 1, 2010~~ June 15, 2015

Next Review: 202013 (~~Changed to 2015 per Guidebook Policy 0001.00~~)

Policy: ~~Statement~~ The Board of Trustees authorizes all of the University's As a best practice, the University maintains property and casualty insurance to manage risk associated with property losses and/or legal liability that may result from damage to property or injury to others. To provide optimal coverage and pricing, the University may participate in consortial ~~institutional~~ insurance programs. All existing programs will be reviewed annually.

(B) Parameters:

- (1) Youngstown State University is a member of the Inter-University Council-Insurance Consortium, a collaboration of 13 public universities. The IUC-IC collectively pools a core group of casualty and property risks, retains a portion of the risk in a formalized self-insurance program and then purchases insurance to cover large incidents.
- (2) Annual competitive bidding shall be conducted in accordance with the policies and procedures governing the IUC-IC.

(C) Procedures:

1. The Vice President for Finance and Administration will appoint a designee to represent the University on the IUC-IC Underwriting Committee. The committee determines and implements programs regarding insurance and risk management.

2. The IUC-IC Underwriting Committee recommendations are submitted to the IUC-IC Board of Governors. The Board of Governors is the decision making body of the Insurance Consortium. The Vice President for Finance and Administration and the IUC-IC Underwriting Committee representative serve on the Board of Governors.

3356-3-06 Institutional insurance programs.

(Previous Policy Number 3005.01)

Responsible Division/Office:	Finance and Administration
Responsible Officer:	Vice President for Finance and Administration
Revision History:	June 1998; October 2010; June 2015
Board Committee:	Finance and Facilities
EFFECTIVE DATE:	June 15, 2015
Next Review:	2020

- (A) Policy statement. As a best practice, the university maintains property and casualty insurance to manage risk associated with property losses and/or legal liability that may result from damage to property or injury to others. To provide optimal coverage and pricing, the university may participate in consortial insurance programs. All existing programs will be reviewed annually.
- (B) Parameters.
- (1) Youngstown state university is a member of the inter-university council insurance consortium (“IUC-IC”), a collaboration of thirteen public universities. The IUC-IC collectively pools a core group of casualty and property risks, retains a portion of the risk in a formalized self-insurance program, and then purchases insurance to cover large incidents.
 - (2) Annual competitive bidding shall be conducted in accordance with the policies and procedures governing the IUC-IC.
- (C) Procedures.
- (1) The vice president for finance and administration will appoint a designee to represent the university on the IUC-IC underwriting committee. The committee determines and implements programs regarding insurance and risk management.
 - (2) The IUC-IC underwriting committee recommendations are submitted to the IUC-IC board of governors. The board of governors is the decision-making body of the insurance consortium. The vice president for finance and administration and the IUC-IC underwriting committee representative serve on the board of governors.

**RESOLUTION TO MODIFY AND RETITLE
SMOKE-FREE ENVIRONMENT POLICY, 3356-4-01
(PREVIOUS POLICY NUMBER 4001.01)**

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 Smoke-Free Environment 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 Institutional Policy governing Smoke-Free Environment, policy number 3356-4-01 (Previous Policy Number 4001.01) of the *University Guidebook*, to be retitled as Smoke and Tobacco Free Environment, shown as Exhibit I attached hereto. A copy of the policy indicating changes to be made is also attached.

UNIVERSITY GUIDEBOOK

Title of Policy:	Smoke Free Environment
Responsible Division/Office:	Finance and Administration
Approving Responsible Officer:	President Vice President for Finance and Administration
Revision History:	January 1997, November 2006; December 2011; <u>June 2015</u>
Resolution Number(s):	YR 1997-49; YR 2007-23; YR 2012-23
Board Committee:	Finance and Facilities
EFFECTIVE Date:	December 14, 2011 <u>June 17, 2015</u>
Next review:	20 <u>16</u> 20

(A) Policy Statement: Youngstown State University is dedicated to providing a healthy, comfortable and productive work and living environment for its employees and students and adhering to the smoking prohibition requirements in Chapter 3794 of the Revised Code. The success of creating and maintaining a mutually acceptable work and living environment will depend on the thoughtfulness, consideration and cooperation of smokers and nonsmokers.

(B) Scope. This policy applies to students, employees, and third parties and to all University owned, leased, or managed facilities, outdoor areas, and vehicles.

(C) Purpose. To comply with Ohio Smoking Law, Chapter 3794 of the Revised Code and to limit the exposure of University students, employees and visitors to the effects of tobacco use and second hand smoke.

(D) Definitions.

(1) Tobacco use. For purposes of this policy tobacco use means the use of any tobacco product, whether intended to be lit or not, including smoking, as defined below, as well as the use of electronic cigarettes or any other devices intended to simulate smoking or tobacco use and the use of smokeless tobacco such as snuff and chewing tobacco, and any other form of loose-leaf smokeless tobacco.

3356-4-01 Smoke and Tobacco Free Environment
(Previous Policy Number 4001.01)

(2) Smoking, inhaling, exhaling, or burning of tobacco or any other material in any type of smoking equipment or device, including but not limited to cigarettes, e-cigarettes, cigars, or pipes.

(E) Parameters:

A. Smoking ~~and tobacco use are shall be~~specifically prohibited ~~specifically~~ in the _____ following ~~locations: places t~~Youngstown State University:

- (1): All university owned or leased buildings and vehicles;
- (2): Outdoor areas where smoke may enter the building through an entrance, overhang, windows, vents, loading dock or other openings to a building or other structure;
- (3): All residence halls;
- (4): Any outdoor patio that is not physically separated from a building;
- (5): All outdoor events with seating, such as but not limited to athletic events, concerts or other performances, award ceremonies and public speakers; ~~and~~
- (6): Fountain seating area outside of Kilcawley;

(7) All outdoor areas posted as non-smoking.

(F)B. Violations of ~~paragrappsh A-4~~(E)(1) through (E)4 are violations of state law, Chapter 3794 of the ~~Ohio~~ Revised Code, and University policy. Violations of ~~paragraphs A-5~~(E)(5) through (E)(7) ~~and 6~~ are ~~v~~violations of University policy only.

(G)C. Smoking shall be permitted in the following places owned or leased atby Youngstown ~~S~~State University:

- a. All outdoor areas not specifically listed above;
- b. Outdoor areas at least 50 feet away from the entrance, overhang, windows, vents, loading dock or other openings to a building or other structure, provided that smoke does not inadvertently enter the building.

(H) Smoking cessation. Smoking cessation support will be made available periodically to members of the University community wishing to cease smoking.

Comment [WU1]: Moved from Procedures, #6.

(I) Procedures:

3356-4-01 Smoke and Tobacco Free Environment
(Previous Policy Number 4001.01)

~~1. The success of creating and maintaining a mutually acceptable work and living environment will depend upon the thoughtfulness, consideration and cooperation of smokers and nonsmokers. All employees and students share in the responsibility for adhering to and enforcing this policy.~~

Comment [WU2]: The first sentence has been moved to (A) Policy Statement and the last sentence to to (G) Enforcement

~~(1)2. Complaints of violations of this policy may be brought to the attention of the Vice President of Finance and Administration. Complaints of violations of state law may also be brought in accordance with reporting guidelines provided by the Ohio Department of Health.~~

~~(2)3. Individuals who violate this policy will be issued a University Smoking Prohibition Warning, which could result in employee or student discipline. Individuals who violate State law and are reported to the Department of Health may be fined up to a \$100 fine.~~

Comment [WU3]: Moved to (G) Enforcement

~~(2)4. "Smoking prohibited" signs will be posted in accordance with Chapter 3794 of the Ohio Revised Code.~~

~~(3)5. Smokers are required to dispose of all smoking and tobacco cigarette litter in the receptacles provided in selected areas where smoking is permitted.~~

~~6. Smoking cessation support will be made available periodically to members of the university community wishing to cease smoking.~~

Comment [WU4]: Moved to Parameters (4).

(G) Enforcement.

(1) All employees and students share in the responsibility for adhering to and enforcing this policy.

(2) Individuals who violate this policy will be issued a University Smoking Prohibition Warning, which could result in employee or student discipline. Individuals who violate State law and are reported to the Department of Health may be fined up to a \$100 fine.

3356-4-01 Smoke and tobacco free environment.

(Previous Policy Number 4001.01)

Responsible Division/Office:	Finance and Administration
Responsible Officer:	Vice President for Finance and Administration
Revision History:	January 1997, November 2006; December 2011; June 2015
Board Committee:	Finance and Facilities
EFFECTIVE Date:	June 17, 2015
Next review:	2020

- (A) Policy statement. Youngstown state university is dedicated to providing a healthy, comfortable, and productive work and living environment for its employees and students and adhering to the smoking prohibition requirements in Chapter 3794 of the Revised Code. The success of creating and maintaining a mutually acceptable work and living environment will depend upon the thoughtfulness, consideration and cooperation of smokers and nonsmokers.
- (B) Scope. This policy applies to students, employees, and third parties and to all University owned, leased, or managed facilities, outdoor areas, and vehicles.
- (C) Purpose. To comply with Ohio Smoking Law, Chapter 3794 of the Revised Code and to limit the exposure of university students, employees and visitors to the effects of tobacco use and second hand smoke.
- (D) Definitions.
 - (1) Tobacco use. For purposes of this policy tobacco use means the use of any tobacco product, whether intended to be lit or not, including smoking, as defined below, as well as the use of electronic cigarettes or any other devices intended to simulate smoking or tobacco use and the use of smokeless tobacco such as snuff and chewing tobacco, and any other form of loose-leaf smokeless tobacco.
 - (2) Smoking. Inhaling, exhaling, or burning of tobacco or any other material in any type of smoking equipment or device, including but not limited to cigarettes, e-cigarettes, cigars, or pipes.

- (E) Parameters. Smoking and tobacco use are specifically prohibited in the following University locations:
- (1) All university owned or leased buildings and vehicles;
 - (2) Outdoor areas where smoke may enter the building through an entrance, overhang, windows, vents, loading dock or other openings to a building or other structure;
 - (3) All residence halls;
 - (4) Any outdoor patio that is not physically separated from a building;
 - (5) All outdoor events, such as but not limited to athletic events, concerts or other performances, award ceremonies, and public speakers;
 - (6) Fountain seating area outside of Kilcawley;
 - (7) All outdoor areas posted as nonsmoking.
- (F) Violations of paragraphs (E)(1) through (E)(4) of this rule are violations of state law, Chapter 3794 of the Revised Code, and university policy. Violations of paragraphs (E)(5) through (E)(7) of this rule are violations of university policy only.
- (G) Smoking shall be permitted in the following places owned or leased by Youngstown state university:
- (1) All outdoor areas not specifically listed above; and
 - (2) Outdoor areas at least fifty feet away from the entrance, overhang, windows, vents, loading dock or other openings to a building or other structure, provided that smoke does not inadvertently enter the building.
- (H) Smoking cessation. Smoking cessation support will be made available periodically to members of the university community wishing to cease smoking.

(I) Procedures.

- (1) Complaints of violations of this policy may be brought to the attention of the vice president of finance and administration. Complaints of violations of state law may also be brought in accordance with reporting guidelines provided by the Ohio department of health.
- (2) "Smoking prohibited" signs will be posted in accordance with Chapter 3794 of the Revised Code.
- (3) Smokers are required to dispose of all smoking and tobacco litter in the receptacles provided in selected areas where smoking is permitted.

(J) Enforcement.

- (1) All employees and students share in the responsibility for adhering to and enforcing this policy.
- (2) Individuals who violate this policy will be issued a University Smoking Prohibition Warning, which could result in employee or student discipline. Individuals who violate State law and are reported to the Department of Health may be fined up to a \$100.

**RESOLUTION TO MODIFY
ACQUISITION OF REAL ESTATE POLICY, 3356-4-05
(PREVIOUS POLICY NUMBER 4005.01)**

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;

WHEREAS, the Acquisition of Real Estate 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 Policy governing Acquisition of Real Estate, policy number 3356-4-05 (Previous Policy Number 4005.01) of the *University Guidebook*, shown as Exhibit J attached hereto. A copy of the policy indicating changes to be made is also attached.

UNIVERSITY GUIDEBOOK

3356-4-05 Acquisition of real estate.
(Previous Policy Number 4005.01)

Title of Policy:	Acquisition of Real Estate
Responsible Division/Office:	Finance and Administration
Approving Responsible Officer:	Vice-President for Finance & Administration
Revision History:	April 1998; March 2001; March 2002; Sept 2004; Oct 2010; <u>June 2015</u>
Resolution Number(s):	YR 1998-49; YR 2001-29; YR 2002-40; YR 2005-08 <u>YR 2011-15</u>
Board Committee:	Finance and Facilities
EFFECTIVE DATE:	October 1, 2010 <u>June 17, 2015</u>
Next review:	2013 (Changed to 2015 Per Guidebook Policy <u>0001.00)</u>

(A) Policy Statement: The Board of Trustees designates the geographical area in the vicinity of the campus within which the University may seek to acquire real estate. A willing-seller/buyer approach will be used as a guiding principle on the acquisition of property. ~~However, eminent domain may be used to acquire real estate when good faith negotiations have been exhausted and it is in the best interest of the University.~~ Authority to negotiate preliminary purchases of real estate is delegated to the President and/or designee. Final approval to acquire real estate rests with the Board of Trustees. (Nothing in this policy statement shall be construed as to limit the authority of the Board or of its Finance and Facilities Committee at **Bylaws**, Article III, Sec. 1-A or Sec. 9-B3.)

(B) Parameters:

- (1) The University has a primary area of geographic interest that has been jointly agreed to by the University and the Board of Regents. This area is defined as follows:
 - (a) A southern boundary beginning at the intersection of Rayen Avenue and Belmont Avenue running east on Rayen Avenue, south on Fifth Avenue, east on Wood Street, north on Wick Avenue, east on Rayen Avenue to Andrews Avenue.

- (b) An eastern boundary generally consisting of the line running north on Andrews Avenue to the intersection with the East Bound Access Road.
 - (c) A northern boundary generally consisting of the line running west on the East Bound Access Road to Wick Avenue, north on Wick Avenue to a point 110 feet north of the West Bound Access Road, west to Bryson Street, north on Bryson Street to Madison Avenue, west on Madison Avenue to the intersection at Fifth Avenue, south on Fifth Avenue to the East Bound Access Road, and west on the East Bound Access Road to Ford Avenue.
 - (d) A western boundary generally consisting of the line running south on Ford Avenue to Scott Street, west on Scott Street to Belmont Avenue, south on Belmont Avenue to Rayen Avenue.
- (2) The University has a secondary area of geographic interest that extends six to eight blocks beyond the primary area in the north, south, and west sides of the campus.
 - (a) The University maintains a “good neighbor” policy in this area and takes proactive steps to ensure the health and safety of residents of this area.
 - (b) The University is a catalyst to develop this area and encourage commercial, economic, and housing development activity.
 - (c) The overriding goal of this activity is to create a living/learning environment that is conducive to the mission of the institution.
 - (3) On occasion, the University may be the recipient of real estate in other locations. The acceptance and disposition of such gifts is determined on a case-by-case basis by the President and recommended to the Institutional Engagement External Relations Committee of the Board. Prior to the acceptance of such gifts by the Institutional Engagement External Relations Committee and the Board of Trustees, the real estate will be evaluated ~~by the Finance and Facilities Committee~~ in accordance with the procedures described below.

(C) Procedures:

- ~~(1.)~~ As appropriate ~~On a periodic basis, typically every two years,~~ the Finance and Facilities Committee of the Board of Trustees will review the property acquisition plans of the University and make any ~~necessary~~ appropriate modifications.
- ~~(2.)~~ As appropriate, the Finance and Facilities Committee agenda will include an item—“Property Acquisition Update.” This status report addresses ongoing activities, pending actions, and issues that need attention.
3. The first step of the real estate acquisition process in the primary or secondary areas of geographic interest, ~~whether by gift, purchase or eminent domain,~~ will be to obtain preliminary approval from the President or his designee to begin discussions with the

landowner, conduct a title search, obtain an appraisal, and, as appropriate, conduct a Phase 1 environmental assessment.

4. (4) If after communicating with the landowner, conducting a title search, obtaining an appraisal, and performing a Phase 1 environmental assessment, if deemed appropriate, the Administration desires to proceed with acquisition of the property, the Administration will obtain a resolution from the Finance and Facilities Committee which recommends to the Board of Trustees that the Board approve acquisition of the real estate and the means of acquisition. ~~by gift, purchase or eminent domain~~. In seeking such a resolution from the Finance and Facilities Committee, the Administration will prepare and submit to the Committee an executive summary identifying the real estate and justifying the proposed acquisition. The executive summary may will also include an analysis of the Phase 1 environmental assessment and a budget impact statement.
 - a. (a) For real estate without a building, the budget impact statement will identify the intended use, projected cost of acquisition and environmental compliance costs.
 - b. For real estate with a building, the budget impact statement will identify the intended use, projected cost of acquisition, estimated remodeling or demolition costs, environmental compliance costs, annual operating costs (e.g., utilities, insurance, janitorial services, basic maintenance, staffing costs), projected revenue earnings, if any, and other pertinent information.
5. (5) After receiving the above information, the Finance and Facilities Committee may seek additional information, decline the Administration's request for approval to acquire the property, or pass a resolution that recommends to the Board of Trustees that acquisition of the real estate be approved.
6. After the Board of Trustees approves acquisition of the real estate ~~by gift, purchase or eminent domain~~, the Administration may proceed to acquire the real estate within the parameters approved by the Board.
7. Acquisitions of real estate will be at the appraised value or less whenever possible. Exceptions will be approved in advance by the President or his designee.
8. The Administration will record all property acquisitions with the State of Ohio and/or the University in the official log of institutional property.

3356-4-05 Acquisition of real estate.

(Previous Policy Number 4005.01)

Responsible Division/Office:	Finance and Administration
Responsible Officer:	Vice-President for Finance & Administration
Revision History:	April 1998; March 2001; March 2002; Sept 2004; Oct 2010; June 2015
Board Committee:	Finance and Facilities
EFFECTIVE DATE:	June 17, 2015
Next review:	2020

- (A) Policy statement. The board of trustees designates the geographical area in the vicinity of the campus within which the university may seek to acquire real estate. A willing seller/buyer approach will be used as a guiding principle on the acquisition of property. Authority to negotiate preliminary purchases of real estate is delegated to the president and/or designee. Final approval to acquire real estate rests with the board of trustees. Nothing in this policy statement shall be construed as to limit the authority of the board or of its finance and facilities committee at Bylaws, Article III, Sec. 1-A or Sec. 9-B3.)
- (B) Parameters.
- (1) The university has a primary area of geographic interest that has been jointly agreed to by the university and the board of regents. This area is defined as follows:
- (a) A southern boundary beginning at the intersection of Rayen avenue and Belmont avenue, running east on Rayen avenue, south on Fifth avenue, east on Wood street, north on Wick avenue, east on Rayen avenue to Andrews avenue.
 - (b) An eastern boundary generally consisting of the line running north on Andrews avenue to the intersection with the eastbound access road.
 - (c) A northern boundary generally consisting of the line running west on the eastbound access road to Wick avenue, north on Wick avenue to a point one hundred ten feet north of the westbound access road, west to Bryson street, north on Bryson street to Madison avenue, west on Madison

avenue to the intersection at Fifth avenue, south on Fifth avenue to the eastbound access Road, and west on the eastbound access road to Ford avenue.

- (d) A western boundary generally consisting of the line running south on Ford avenue to Scott street, west on Scott street to Belmont avenue, south on Belmont avenue to Rayen avenue.
- (2) The university has a secondary area of geographic interest that extends six to eight blocks beyond the primary area in the north, south, and west sides of the campus.
 - (a) The university maintains a good neighbor policy in this area and takes proactive steps to ensure the health and safety of residents of this area.
 - (b) The university is a catalyst to develop this area and encourage commercial, economic, and housing development activity.
 - (c) The overriding goal of this activity is to create a living/learning environment that is conducive to the mission of the institution.
 - (3) On occasion, the university may be the recipient of real estate in other locations. The acceptance and disposition of such gifts is determined on a case-by-case basis by the president and recommended to the institutional engagement committee of the board. Prior to the acceptance of such gifts by the institutional engagement committee and the board of trustees, the real estate will be evaluated in accordance with paragraph (C) below.
- (C) Procedures.
- (1) As appropriate, the finance and facilities committee of the board of trustees will review the property acquisition plans of the university and make any necessary modifications.
 - (2) As appropriate, the finance and facilities committee agenda will include an item, "Property Acquisition Update." This status report

addresses ongoing activities, pending actions, and issues that need attention.

- (3) The first step of the real estate acquisition process in the primary or secondary areas of geographic interest will be to obtain preliminary approval from the president, or his designee, to begin discussions with the landowner, conduct a title search, obtain an appraisal, and as appropriate conduct a phase 1 environmental assessment.
- (4) If after communicating with the landowner, conducting a title search, obtaining an appraisal, and performing a phase 1 environmental assessment, if deemed appropriate, the administration desires to proceed with acquisition of the property, the administration will obtain a resolution from the finance and facilities committee which recommends to the board of trustees that the board approve acquisition of the real estate and the means of acquisition. In seeking such a resolution from the finance and facilities committee, the administration will prepare and submit to the committee an executive summary identifying the real estate and justifying the proposed acquisition. The executive summary may also include an analysis of the phase 1 environmental assessment and a budget impact statement.
 - (a) For real estate without a building, the budget impact statement will identify the intended use, projected cost of acquisition, and environmental compliance costs.
 - (b) For real estate with a building, the budget impact statement will identify the intended use, projected cost of acquisition, estimated remodeling or demolition costs, environmental compliance costs, annual operating costs (e.g., utilities, insurance, janitorial services, basic maintenance, staffing costs), projected revenue earnings, if any, and other pertinent information.
- (5) After receiving the above information, the finance and facilities committee may seek additional information, decline the administration's request for approval to acquire the property, or pass a resolution that recommends to the board of trustees that acquisition of the real estate be approved.

- (6) After the board of trustees approves acquisition of the real estate the administration may proceed to acquire the real estate within the parameters approved by the board.
- (7) Acquisitions of real estate will be at the appraised value or less whenever possible. Exceptions will be approved in advance by the president or his designee.
- (8) The administration will record all property acquisitions with the state of Ohio and/or the university in the official log of institutional property.

**RESOLUTION TO MODIFY UNIVERSITY
HEALTH AND SAFETY POLICY, 3356-4-10
(PREVIOUS POLICY NUMBER 4010.01)**

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 Health and Safety 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 Health and Safety, policy number 3356-4-10 (Previous Policy Number 4010.01) of the *University Guidebook*, shown as Exhibit K attached hereto. A copy of the policy indicating changes to be made is also attached.

UNIVERSITY GUIDEBOOK

3356-4-10 University Health and Safety
(Previous Policy Number 4010.01)

Title of Policy: ~~_____~~ **University Health and Safety**

Responsible Division/Office: Environmental and Occupational Health and Safety
(EOHS)

Approving/Responsible Officer: Vice President for Finance and Administration

Revision History: March 1999; October 2010; June 2015

Resolution Number(s): ~~_____~~ YR 1999-86; YR 2011-16

Board Committee: Finance and Facilities

EFFECTIVE DATE: October 1, 2010

Next review: 202013 (Changed to 2015 Per Guidebook Policy
0001.00)

(A) Policy Statement: The University will develop and maintain programs to prevent health and safety hazards on the campus. Such programs shall be in compliance with, but not limited to, all local, state, and federal statutes pertaining to health, safety, and the environment.

(B) Parameters:

- **(1)** The Office of Environmental and Occupational Health and Safety (EOHS) has the responsibility of establishing appropriate environmental, health, and safety programs and activities.
- **(2)** EOHS, in consultation with the Office of the General Counsel, is also responsible for keeping the University in compliance with local, state, and federal laws affecting the campus environment and the health and safety of all students, faculty, staff, and campus visitors.

(C)Procedures:

1. (1)EOHS will distribute information on all health and safety programs. Other departments may assist in the distribution of this information.
2. (2)EOHS will periodically conduct seminars and workshops relating to health, safety, and environmental matters.
3. (3)University employees and students are expected to follow all applicable health, safety, and environmental programs so that the University can prevent health and safety hazards on the campus.

3356-4-10 University health and safety.

(Previous Policy Number 4010.01)

Responsible Division/Office:	Environmental and Occupational Health and Safety (EOHS)
Responsible Officer:	Vice President for Finance & Administration
Revision History:	March 1999; October 2010; June 2015
Board Committee:	Finance and Facilities
EFFECTIVE DATE:	October 1, 2010
Next review:	2020

- (A) Policy statement. The university will develop and maintain programs to prevent health and safety hazards on the campus. Such programs shall be in compliance with, but not limited to, all local, state, and federal statutes pertaining to health, safety, and the environment.
- (B) Parameters.
- (1) The office of environmental and occupational health and safety (“EOHS”) has the responsibility of establishing appropriate environmental, health, and safety programs and activities.
 - (2) EOHS, in consultation with the office of the general counsel, is also responsible for keeping the university in compliance with local, state, and federal laws affecting the campus environment and the health and safety of all students, faculty, staff, and campus visitors.
- (C) Procedures.
- (1) EOHS will distribute information on all health and safety programs. Other departments may assist in the distribution of this information.
 - (2) EOHS will periodically conduct seminars and workshops relating to health, safety, and environmental matters.
 - (3) University employees and students are expected to follow all applicable health, safety, and environmental programs so that the university can prevent health and safety hazards on the campus.

**RESOLUTION TO APPROVE
THE EXCHANGE OF LAND FOR CAMPUS IMPROVEMENT**

WHEREAS, Youngstown State University has identified an area surrounding the campus, and within its Ohio Board of Regents (OBOR) boundary, which it seeks to acquire property needed for the benefit of the University and to trade parcels along Lincoln Avenue and Rayen Avenue not needed for future expansion; and

WHEREAS, the following parcel is needed for campus improvement and final approval is sought in accordance with the University Guidebook; and

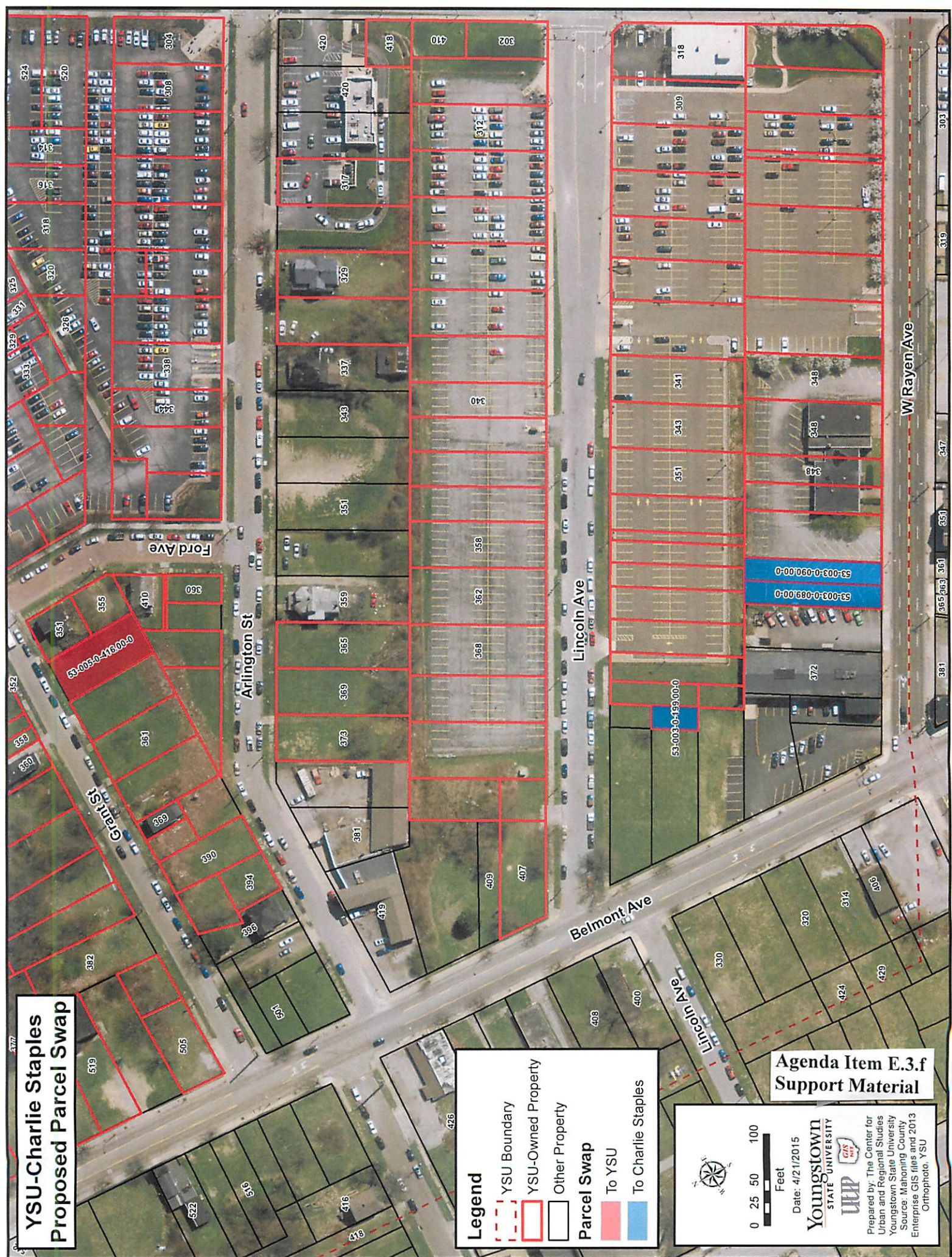
No.	Owner	Address	Parcel No.	Appraised Value
1.	Charles H. and Margaret A. Staples	Grant Street	53-005-0-416	\$10,500

WHEREAS, the following parcels are no longer needed for future University expansion and in a good neighbor policy, it exchanges the following parcels with Charles H. and Margaret A. Staples for the above-mentioned property.

No.	Owner	Address	Parcel No.	Appraised Value
1.	Youngstown State University	W. Rayen Avenue	53-003-0-089	\$ 4,800
2.	Youngstown State University	W. Rayen Avenue	53-003-0-090	\$ 4,800
3.	Youngstown State University	Lincoln Avenue	53-003-0-199	\$ 1,100

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby authorize the exchange of the aforementioned properties for campus improvement.

YSU-Charlie Staples Proposed Parcel Swap



Legend

- YSU Boundary
- YSU-Owned Property
- Other Property

Parcel Swap

- To YSU
- To Charlie Staples

**Agenda Item E.3.f
Support Material**



0 25 50 100
Feet

Date: 4/21/2015



Prepared by: The Center for
Urban and Regional Studies
Youngstown State University
Source: Mahoning County
Enterprise GIS files and 2013
Orthophoto, YSU

**RESOLUTION TO AUTHORIZE THE LEASING OF UNIVERSITY LAND
FOR STUDENT HOUSING DEVELOPMENT**

WHEREAS, Youngstown State University apartment style student housing is operating at near capacity and the University has a need for additional apartment style student housing; and

WHEREAS, the University owns approximately 4.4 acres of real property, as shown on Exhibit A, within an area bounded by Lincoln Avenue to the North, Fifth Avenue to the East, Rayen Avenue to the South and Belmont Avenue to the West (herein referred to as the "Property"); and

WHEREAS, the Property is suitable for commercial development and Youngstown State University wishes to foster the development of student housing within the campus area; and

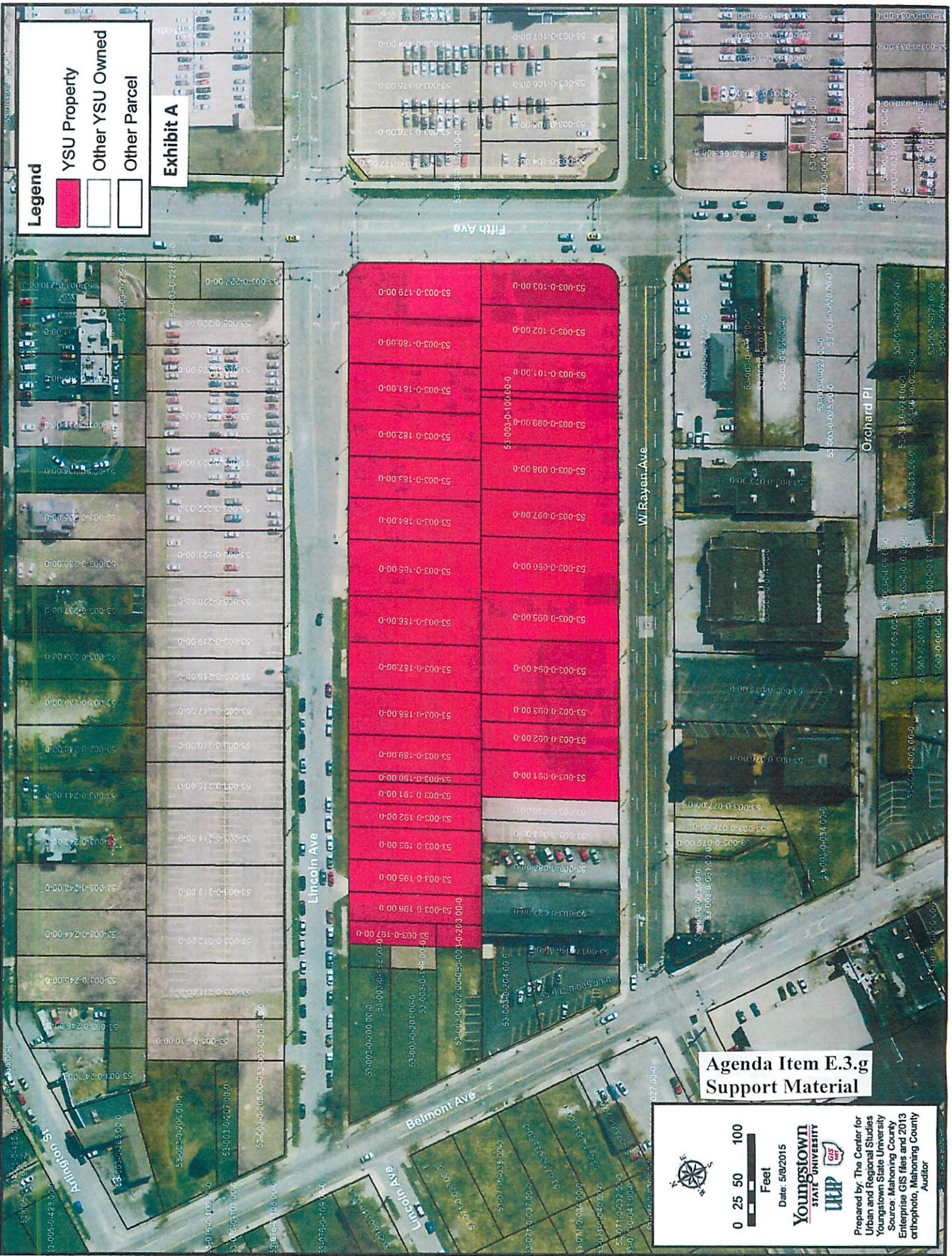
WHEREAS, pursuant to Ohio Revised Code Section 123.17, the Ohio Department of Administrative Services may lease land belonging to or under the control or jurisdiction of a state university, not required nor to be required for use of the university, to a developer; and

WHEREAS, the lease being utilized for this student housing development is a State of Ohio lease that shall be approved by the Ohio Attorney General, and executed on behalf of the State of Ohio by Governor John Kasich, the Director of the Department of Administrative Services or designee, and Youngstown State University.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University authorizes the leasing of that portion of the property, as shown on Exhibit B, referred to as the Leased Premises, to Hallmark Campus Communities or an affiliated entity, in accordance with Ohio Revised Code Section 123.17 for the development of student housing; and

BE IT FURTHER RESOLVED, that the best interests of the University will be promoted by entering into a development lease with Hallmark Campus Communities or an affiliated entity; and

BE IT FURTHER RESOLVED, that the Board of Trustees of Youngstown State University authorizes the President or his designee to obtain all necessary approvals and execute such lease upon such terms and conditions as are in the best interest of the University and in accordance with Ohio law.



Legend

- YSU Property
- Other YSU Owned
- Other Parcel

Exhibit A

**Agenda Item E.3.g
Support Material**



Date: 5/8/2015



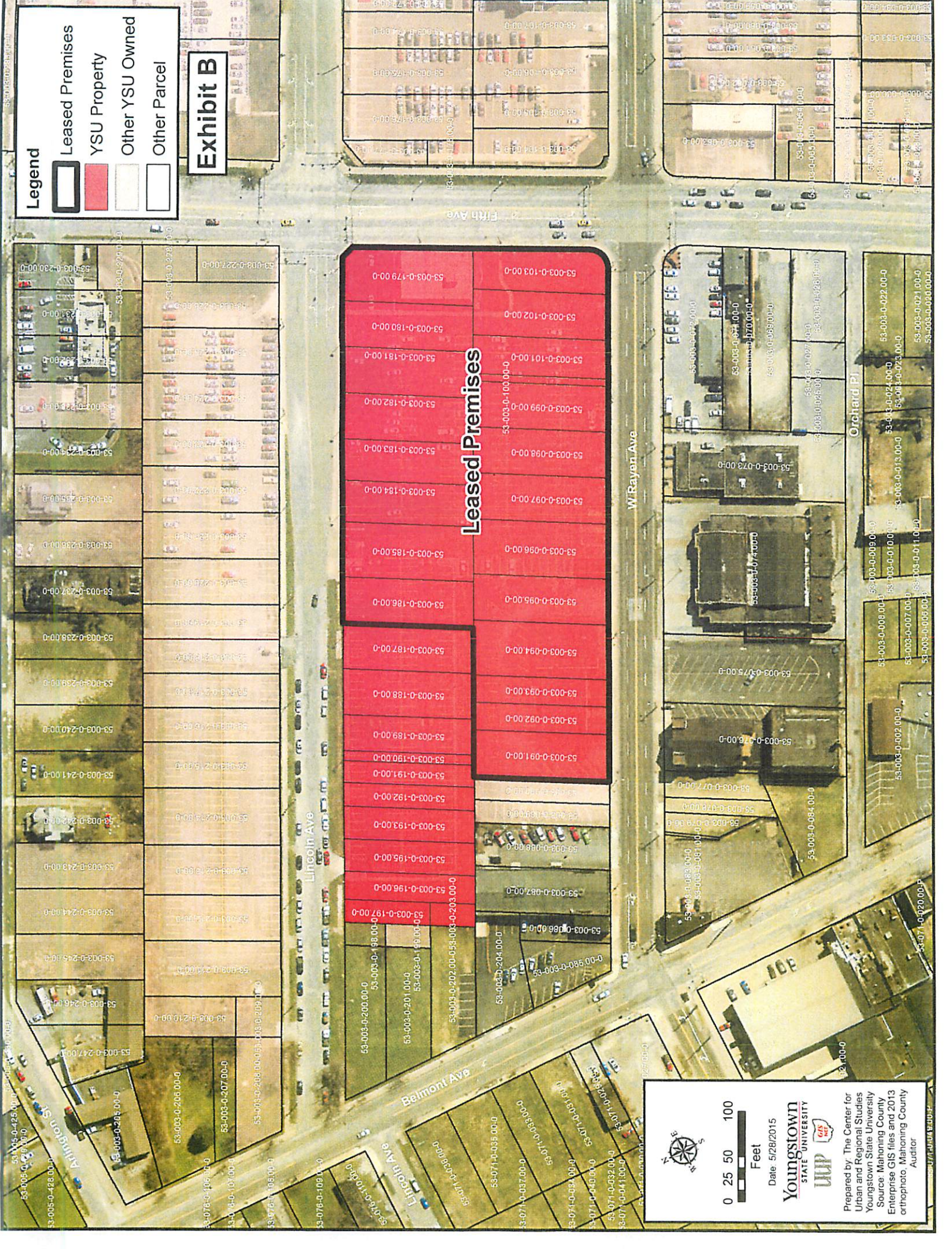
Prepared by: The Center for
Urban and Regional Studies
Youngstown State University
Source: Mahoning County
Enterprise GIS files and 2013
orthophoto, Mahoning County
Auditor

Legend

-  Leased Premises
-  YSU Property
-  Other YSU Owned
-  Other Parcel

Exhibit B

Leased Premises



0 25 50 100
Feet

Date: 5/28/2015



Prepared by: The Center for Urban and Regional Studies
Youngstown State University
Source: Mahoning County Enterprise GIS files and 2013 orthophoto, Mahoning County Auditor



PHASE 1 - SCHEMATIC SITE PLAN

UNIVERSITY EDGE - YOUNGSTOWN, OHIO - Prepared For: Hallmark Campus Communities



**RESOLUTION TO APPROVE THE ANNUAL
OPERATING BUDGET FOR FY 2016**

WHEREAS, the proposed Fiscal Year 2016 Annual Budget has been reviewed by the Finance and Facilities Committee of the Board;

NOW, THEREFORE, BE IT RESOLVED, that the Annual Operating Budget for Youngstown State University's general and auxiliary funds for Fiscal Year 2016, shown on Exhibit L, and as presented to the Finance and Facilities Committee of the Board of Trustees, is hereby approved for the period of July 1, 2015 through June 30, 2016.

Fiscal Year 2016 Operating Budget



Youngstown State University
Finance & Business Operations
June 2015

Agenda Item E.3.h
Exhibit L



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Mission Statement:

Youngstown State University—an urban research university—emphasizes a creative, integrated approach to education, scholarship, and service. The University places students at its center; leads in the discovery, dissemination, and application of knowledge; advances civic, scientific, and technological development; and fosters collaboration to enrich the region and the world.

The University:

- Creates diverse educational experiences that develop ethical, intellectually curious students who are invested in their communities;
- Provides access to a broad range of undergraduate programs;
- Offers graduate programs in selected areas of excellence, including those that meet the needs of the region;
- Supports economic development through applied learning and research;
- Integrates teaching and learning, scholarship, and civic engagement;
- Fosters understanding of diversity, sustainability, and global perspectives; and
- Advances the intellectual and cultural life of the city, region, and world.

Board of Trustees

Carole S. Weimer, Chair	Atty. Leonard D. Schiavone, Vice Chair
Delores Crawford	David C. Deibel
Dr. Sudershan K. Garg	James B. Greene
Dr. John R. Jakubek	Harry Meshel
Atty. James E. "Ted" Roberts	Atty. Franklin S. Bennett, Board Secretary

Executive Officers

James P. Tressel President	Atty. Holly A. Jacobs Vice President for Legal Affairs & Human Resources
Dr. Martin Abraham Provost & Vice President for Academic Affairs	Neal P. McNally Vice President for Finance & Business Operations

Introduction

This document represents Youngstown State University's financial operating plan for the fiscal year commencing July 1, 2015. The operating budget is a spending plan that reflects University goals. The budget also includes a forecast of revenues that is based on a reading of future economic conditions. As one of the University's most important administrative tools, this budget serves as a plan of action for achieving objectives, and a standard for monitoring financial performance.

Pursuant to YSU Policy 3356-3-11, this operating budget is hereby submitted to the Board of Trustees for approval, and will thereafter serve as the University's financial governing document for FY 2016. However, the budget is based on certain assumptions and variables unknown at this time, such as student enrollment and state funding levels, and may therefore be modified or otherwise adjusted to reflect new information that becomes available during the course of FY 2016.

Budget Planning Process

For the third consecutive year, the YSU Budget Development Council led the budget planning process. Consistent with the guiding principles of the Accountability & Sustainability cornerstone of the 2020 Strategic Plan, the Council focused on the need to contain costs and enhance revenue opportunities.

The allocation of budgeted funds, for both academic and administrative units, is based on a mix of marginal and strategic investments, whereby marginal changes reflect reallocations of budgeted funds within particular units, divisions or colleges, while more significant investments are strategically executed with certain goals in mind. Auxiliary units are expected to operate at a break-even or better margin. Some auxiliaries require general fund support, while others are fully self-supported.

Even though the development and execution of the annual budget ultimately resides with the University's executive management team, the Budget Development Council has created an environment that is consistent with the notion of shared governance. The Council format allows for broader participation in the budget process, and plays a key role in communicating budget decisions to the campus community.

Excerpt from YSU 2020 Strategic Plan:

The first Accountability and Sustainability cornerstone theme is fiscal health. The fiscal health section describes processes through which the YSU administration and board of trustees can align budget priorities with strategic initiatives. These processes will provide tools to make difficult budget decisions. As fiscal stewards, we must be efficient and strategic, focusing limited resources in ways that best advance the University's vision and goals. The ever-changing economic dynamics of the state, nation and community challenge us to manage fiscal resources prudently.

Executive Summary

As depicted in the table below, Youngstown State University continues to operate under the assumption that a structural deficit exists in the general fund budget. This deficit was created by revenue shortfalls resulting from a 17% decline in enrollment levels between 2011 and 2014, and a 15% reduction in state funding appropriations in FY 2012. However, the projected deficit for FY 2016 has been reduced significantly, as management continues to contain costs, reduce expenses, and raise revenues.

General Fund	FY 2015 Budget	FY 2016 Budget	Percent Change	Dollar Change
Revenue:				
Tuition & Fees	\$104,851,901 *	\$106,600,593	1.7%	\$1,748,692
State Appropriations	38,934,623 *	42,471,742	9.1%	3,537,119
Other Sources	3,957,125	4,427,665	11.9%	470,540
	<u>\$147,743,649</u>	<u>\$153,500,000</u>	<u>3.9%</u>	<u>\$5,756,351</u>
Expenses:				
Personnel	\$106,347,229	100,285,780	-5.9%	(\$6,061,449)
Operations	27,596,052	28,022,768	1.5%	426,716
Transfers	24,199,244	25,287,460	4.5%	1,088,216
Strategic Investments	0	3,000,000		3,000,000
	<u>\$158,142,525</u>	<u>\$156,596,008</u>	<u>-1.0%</u>	<u>(\$1,546,517)</u>
General Fund Deficit	(\$10,398,876)	(\$3,096,008)	-111.6%	\$7,302,868
Auxiliaries				
Net of Gen. Fund support	\$23,321,856	\$23,378,100	0.2%	\$56,244
Total Operating Budget	<u>\$171,065,505</u>	<u>\$176,878,100</u>	<u>3.4%</u>	<u>\$5,812,595</u>

* To enhance year-to-year comparison, certain FY 2015 figures have been restated using updated information.

FY 2016 Revenue Assumptions:

1. A 1.0% increase in full-time equivalent (FTE) student enrollments relative to prior year actual enrollment levels.
2. No change in undergraduate tuition rates and an increase in graduate tuition of 3.66%.
3. A 9% increase in state funding appropriations, based on preliminary estimates provided by the Ohio Board of Regents and by the Inter-University Council of Ohio.
4. An increase in investment earnings, based in part on current year performance.

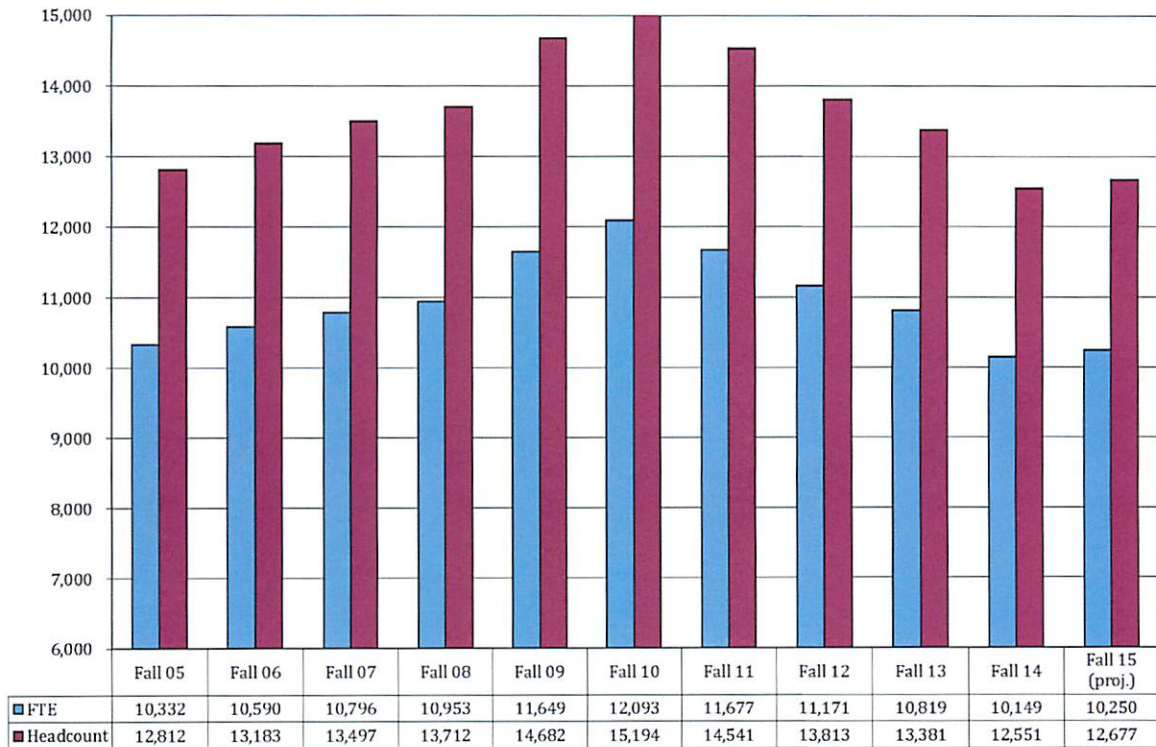
FY 2016 Expense Assumptions:

1. The implementation of the new OEA faculty agreement that includes a 1% base salary adjustment and rank-based bonus payments to continuing full-service faculty, and reduced costs for summer instruction and extending teaching service.
2. The continuation of changes made to the employer health care program, including a 15% premium share for covered employees.
3. The continuation of permanent expense reductions made during the prior fiscal year, primarily in the form of eliminated position vacancies.
4. The creation of a \$3.0 million strategic investment fund, enabling targeted funding in critical areas that will help the University continue to progress toward the goals outlined in the 2020 Strategic Plan.

Student Enrollment Levels

For the past four years, YSU's full-time equivalent (FTE) enrollment levels decreased by an average of 4.3% per year. For FY 2016, however, enrollments are expected to stabilize and, in fact, grow by approximately 1% or 126 students. This projected growth is the result of enhanced outreach efforts on the part of campus Admissions staff, augmented by the professional services of Royall & Company, a private firm specializing in student recruitment.

With the higher admission standards that were implemented in autumn 2013, the University has experienced improved student continuation and retention results. These results and their cumulative effect, combined with new enrollment initiatives, make for a more optimistic enrollment picture.

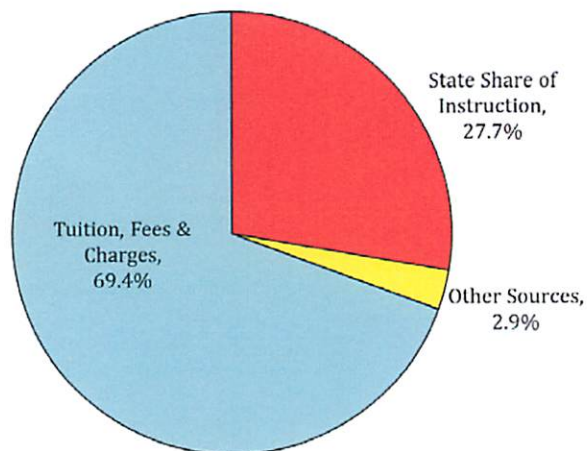
Fall Semester Student Enrollment Trends


General Fund Revenues

As depicted in the table below, FY 2016 budgeted general fund revenues total \$153.5 million, an increase of \$5.7 million over the revised budget for the prior year. This projected increase in revenue is mainly attributable to three variables: (1) the expectation that overall enrollment levels will increase by 1.0% relative to the prior year's actual levels; (2) the expectation that the State Legislature will significantly increase operating appropriations for higher education in exchange for prohibiting universities from raising undergraduate tuition; and (3) a roughly 12% increase in other revenue sources, namely investment income, resulting from a favorable investment environment, combined with the University's incremental move into the alternative investment market.

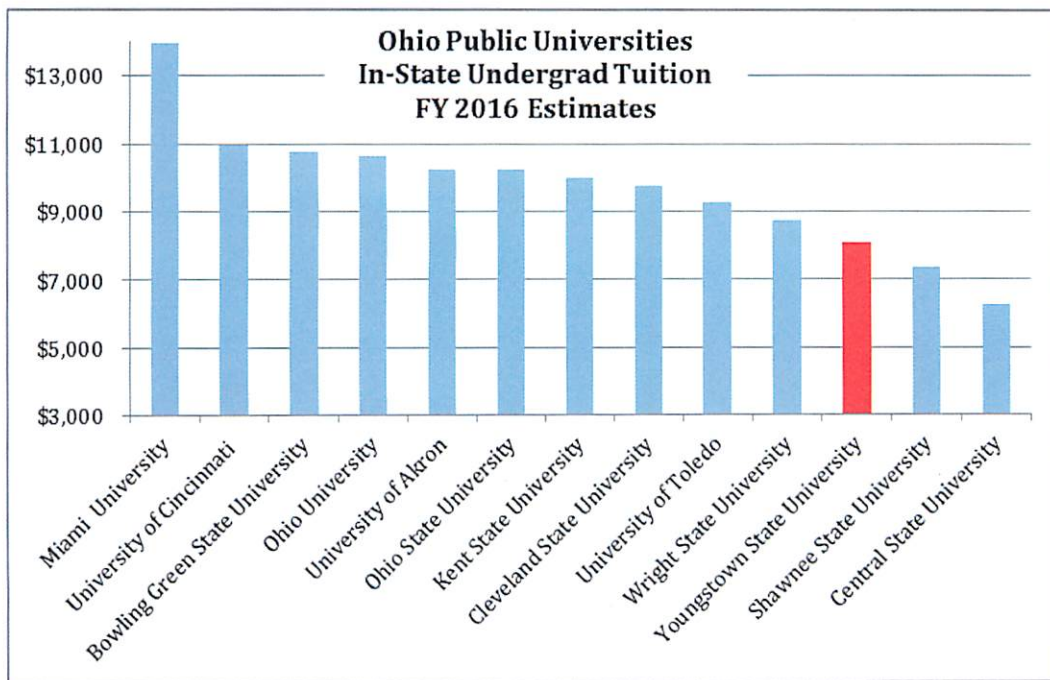
The table and chart below provide summaries of general fund revenue; Appendix A provides greater detail.

Source	FY 2015		FY 2016	Percent Change	Dollar Change
	Original Budget	Revised Budget	Proposed Budget		
<i>Tuition, Fees & Other Student Charges</i>					
Instructional & Mandatory Fees	\$97,506,214	\$94,756,214	\$95,098,715	0.4%	\$342,501
Other Tuition, Fees & Charges	10,116,567	10,116,567	11,501,878	13.7%	1,385,311
Total Tuition & Fees	\$107,622,781	\$104,872,781	\$106,600,593	1.6%	\$1,727,812
<i>State Appropriations</i>					
State Share of Instruction	\$38,220,094	\$38,934,623	\$40,971,742	5.2%	\$2,037,119
SSI or Tuition Increase Allowable	\$0	\$0	1,500,000		\$1,500,000
Total State Appropriations	\$38,220,094	\$38,934,623	\$42,471,742	9.1%	\$3,537,119
<i>Other Sources</i>	\$3,957,125	\$3,957,125	\$4,427,665	11.9%	\$470,540
Total General Fund Revenue	\$149,800,000	\$147,764,529	\$153,500,000	3.9%	\$5,735,471

FY 2016 General Fund Revenue by Source


Tuition and Fees

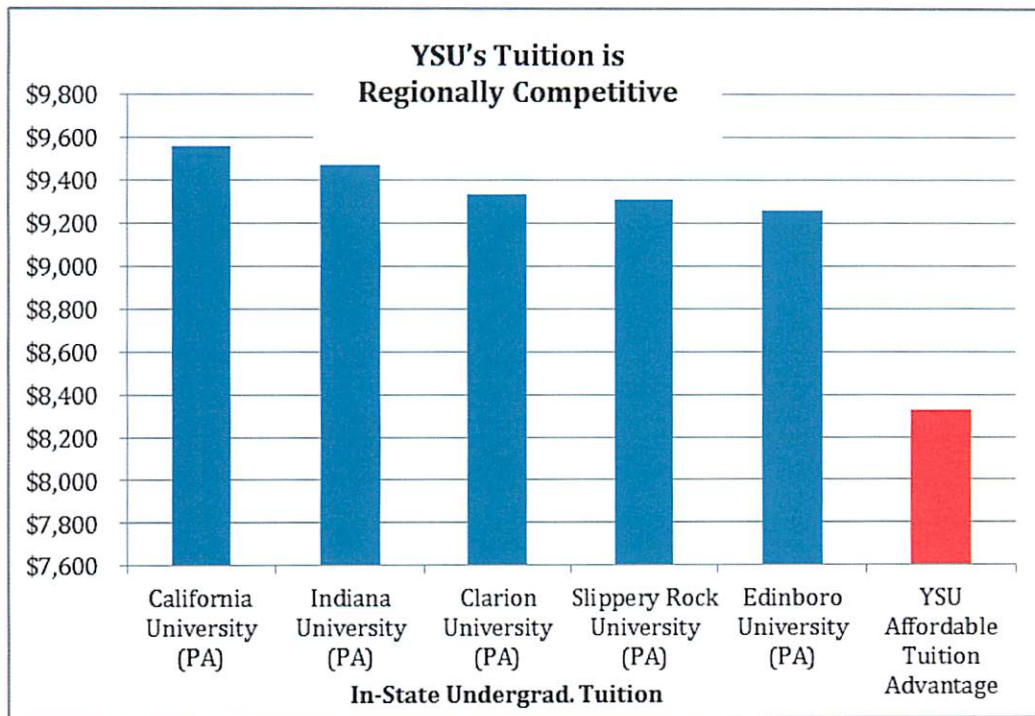
At the time this document was prepared, House Bill 64, the state budget legislation for the FY 2016-2017 biennium, was still being deliberated by the Ohio General Assembly. Based on legislative hearings and other reports, management anticipates that the final version of H.B. 64 will prohibit state-supported universities from increasing tuition for in-state undergraduate students. Regardless, YSU will retain its relative standing as one of the most affordable universities in the state. With a full-time undergraduate tuition rate of \$8,087 per year, YSU is expected to be \$1,620 below the statewide average. The only two Ohio universities with tuition lower than YSU—Central State and Shawnee State—both receive special state supplemental funding that is purposed to keep these institutions' tuition rates comparatively low.



Tuition and Fees (continued)

To remain regionally competitive, YSU's *Affordable Tuition Advantage* surcharge will remain at \$10.00 per credit hour, resulting in a full-time nonresident tuition rate of \$8,327 per year for students from this defined region, which encompasses 18 counties in western Pennsylvania, 3 counties in West Virginia, and Chautauqua County in New York.

The table below illustrates YSU's favorable competitive position in the western Pennsylvania corridor. YSU's *Affordable Tuition Advantage* rate is lower than the in-state rate among the five Pennsylvania universities surveyed.



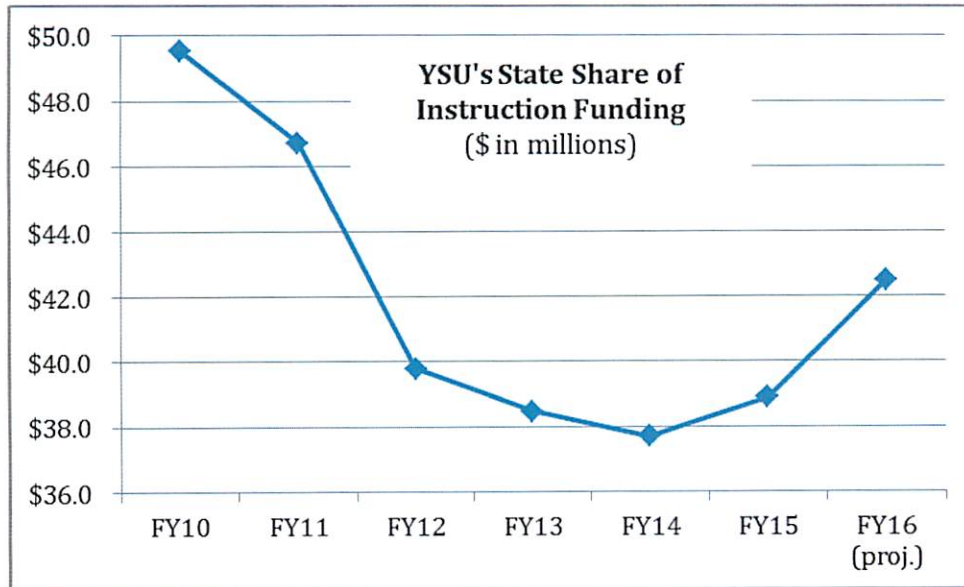


State Operating Appropriations

Based on the most recent estimate provided by the Ohio Board of Regents in May 2015, State Share of Instruction (SSI) funding for YSU is expected to rise by \$2.0 million. This increase is partially the result of a proposal by the Ohio House of Representatives to increase overall SSI funding levels by 5%. However, as the state budget bill—House Bill 64—makes its way through the legislature, it is expected that the Ohio Senate will increase overall SSI funding levels by an additional \$58 million, in exchange for prohibiting state universities from raising undergraduate tuition prices. Moreover, it has been reported that this additional \$58 million will be allocated in proportion to each state university’s estimated undergraduate tuition revenue, meaning that YSU stands to gain an additional \$1.5 million to \$2 million in SSI funding in FY 2016. Accordingly, YSU’s budget includes a \$3.5 million increase in SSI funding for FY 2016.

The possibility of this special allocation notwithstanding, degrees awarded and course completions will continue to be primary drivers of SSI funding. Datasets used in the formula are based on a three-year rolling average, and are weighted to take into account various at-risk student characteristics. The SSI formula continues to factor in discipline costs and enrollment levels.

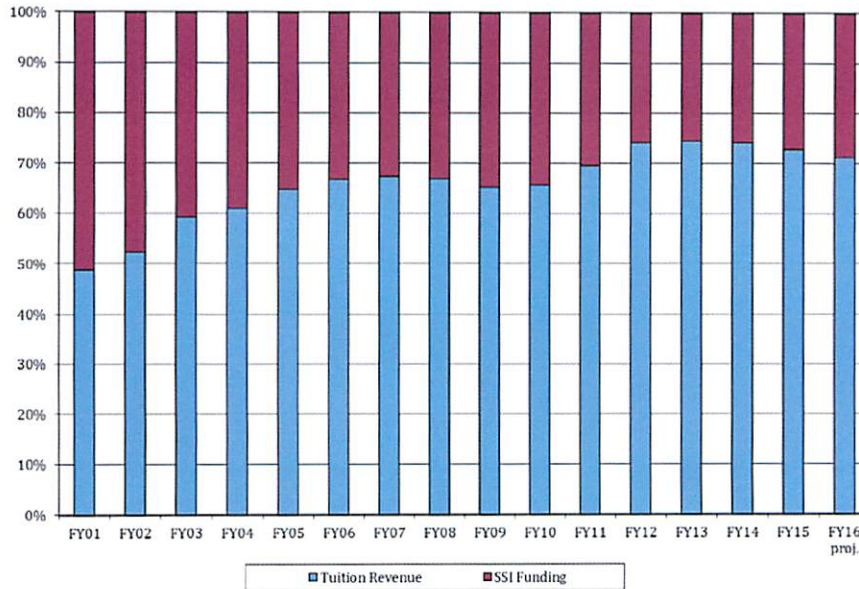
The table below depicts a recent history of YSU’s SSI funding levels, which since FY 2010 have ranged from nearly \$50 million to as a low as \$37 million in FY 2014. And while the overall trajectory is decidedly negative, there is evidence to suggest that SSI funding is beginning to trend upward.





State Operating Appropriations (continued)

As SSI funding has generally declined, the University has raised its reliance on tuition and fees as a principal source of revenue. The chart below illustrates this trend. In FY 2001, the relationship between tuition and SSI funding was 50%-50%. Today, however, SSI funding makes up one-quarter of University revenues, while tuition and fee income comprises over 70%.



Other Income Sources

Other sources of general fund revenue include unrestricted gifts, overhead fees charged to University auxiliaries, and realized investment income. Combined, these revenues are budgeted to increase by approximately \$470,000 or 11.9% in FY 2016. This increase is based mainly on investment earnings.

The non-endowment short-term investment pool earned +0.1% on a one-year basis through March 31, 2015. These investments for FY 2016 are budgeted to return +0.25%, which is indicative of higher interest rates expected in 2016. The non-endowment long-term pool earned +4.9% on a one-year basis through March 31, 2015. Low interest rates and relatively high equity market valuations create a challenging environment for meaningful investment return. However, the University recently shifted 10% of long-term assets to alternative investments, which will help improve investment returns. For FY 2016, these investments are budgeted to return between 4% and 5%.



General Fund Expenses

General fund expenses are summarized by expense category in the table below. Additional detail is provided in appendices B and C, and in the narrative that follows.

General Fund Expenses	FY 2015 Budget	FY 2016 Budget	Percent Change	Dollar Change
Personnel				
Faculty	\$43,323,017	\$39,636,930	-8.5%	(\$3,686,087)
Staff	33,205,154	31,367,624	-5.5%	(1,837,530)
Students	3,416,898	3,909,290	14.4%	492,392
Fringe Benefits	26,402,160	25,371,936	-3.9%	(1,030,224)
Total Personnel	\$106,347,229	\$100,285,780	-5.7%	(\$6,061,449)
Operating Expenses				
Supplies	\$1,770,782	\$1,854,004	4.7%	\$83,222
Travel and Related Expenses	1,099,806	1,082,386	-1.6%	(17,420)
Information & Communication	1,471,975	1,452,643	-1.3%	(19,332)
Maintenance/Repairs/Utilities	9,195,190	9,033,345	-1.8%	(161,845)
Scholarships, Aid & Awards	5,482,668	5,574,695	1.7%	92,027
Equip. & Library Acquisitions	1,346,321	1,346,321	0.0%	0
Miscellaneous	7,989,551	7,679,374	-3.9%	(310,177)
Total Operating Expenses	\$28,356,293	\$28,022,768	-1.2%	(\$333,525)
Other				
Transfers (see Appendix B)	\$24,199,244	\$25,287,460	4.5%	\$1,088,216
Strategic Investments	0	3,000,000		3,000,000
Structural Operating Deficit	(10,398,876) *	(3,096,008)	-70.2%	7,302,868
Total Other	\$13,800,368	\$25,191,452	82.5%	\$11,391,084
Total General Fund Expenses	\$149,800,000	\$153,500,000	2.5%	\$3,700,000

* FY 2015 structural deficit restated to reflect impact of enrollment decline during the 2014-2015 academic year.

General Fund Personnel Expenses

Because the University has experienced a decline in revenue, and because personnel expenses comprise nearly 70% of overall costs, serious efforts have been made to control and reduce personnel costs. This is evidenced by the \$6 million reduction in FY 2016 personnel expenses shown on the table above, and on the table below. This is in addition to the \$4.1 million in personnel cost reductions that were made during the preparation of the prior year's budget.

PERSONNEL	FY 2015	FY 2016		CHANGE	PERCENT CHANGE
	ORIGINAL BUDGET	PROPOSED BUDGET	PERCENT OF TOTAL		
Full Service Faculty					
Full-Time Faculty	\$30,710,870	\$29,620,154	19.3%	(\$1,090,716)	-3.6%
Faculty Rank Bonus	0	636,900	0.4%	636,900	
Faculty Retirement Incentive (transfer)	0	180,000	0.1%	180,000	
Faculty Vacancies (pooled)	2,726,543	234,165	0.2%	(2,492,378)	-91.4%
Subtotal - Full Service Faculty Salaries	\$33,437,413	\$30,671,219	20.0%	(\$2,766,194)	-8.3%
Temporary / Part-Time Faculty	\$9,885,604	\$8,965,711	5.8%	(\$919,893)	-9.3%
Total Faculty Salaries	\$43,323,017	\$39,636,930	25.8%	(\$3,686,087)	-8.5%
Permanent Staff					
Professional/Administrative	\$16,333,824	\$15,734,280	10.3%	(\$599,544)	-3.7%
Classified & Police	16,384,385	15,120,094	9.9%	(1,264,291)	-7.7%
Subtotal - Permanent Staff Salaries	\$32,718,209	\$30,854,374	20.1%	(\$1,863,835)	-5.7%
Temporary Staff	\$486,945	\$513,250	0.3%	\$26,305	5.4%
Total Staff Salaries	\$33,205,154	\$31,367,624	20.4%	(\$1,837,530)	-5.5%
Students	\$3,416,898	\$3,909,290	2.5%	\$492,392	14.4%
Total - Faculty, Staff & Student Salaries	\$79,945,069	\$74,913,844	48.8%	(\$5,031,225)	-6.3%
Fringe Benefits	\$26,402,160	\$25,371,936	16.5%	(\$1,030,224)	-3.9%
Total Personnel	\$106,347,229	\$100,285,780	65.3%	(\$6,061,449)	-5.7%

As shown in the table above, the items negotiated in the OEA faculty agreement have been fully budgeted for FY 2016. These adjustments include a 1% base salary adjustment and rank-based bonus payments to continuing full-service faculty, retirement incentive payments, and net salary savings resulting from those retirements. As also shown above, temporary / part-time faculty expenses have been reduced to reflect negotiated changes to summer instruction and extending teaching service. Funds budgeted for faculty vacancies have been reduced by \$2.5 million and reallocated to a strategic investment reserve discussed later in this document.

Salaries and wages for staff will remain generally flat in FY 2016, though net expenses will be nearly \$1.9 million lower than the previous year's budget. This reduction reflects the elimination of approximately 40 FTE staff vacancies during the prior fiscal year 2015.

General Fund Personnel Expenses (continued)

Student wages will increase by 14% in FY 2016, primarily due to a significant investment in graduate assistants. This investment underscores the University’s strategic commitment to enhance graduate programming and research activity. Appendix F contains more information about compensation for graduate assistants, as well as other miscellaneous wage rates.

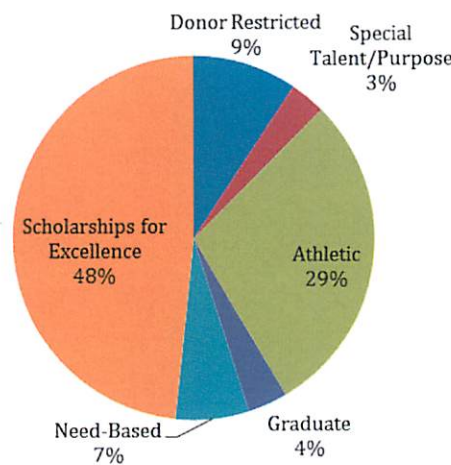
Fringe benefits are budgeted as a percentage of wages and based on a detailed analysis of actual fringe benefit costs for the 12-month period ending March 31, 2015. For FY 2016, the aggregate budgeted fringe benefit rate will be 34% of wages, an increase of one percentage point over the prior fiscal year. This increase notwithstanding, total dollars budgeted in FY 2016 for fringe benefits will be roughly \$1 million less than the prior year, which reflects the fact that significantly fewer faculty and staff positions are included in the FY 2016 budget. Additionally, employee premium contributions for health care will increase by between 5% and 5.5% in FY 2016, as recommended by YSU’s health care consultants, Findley Davies. This increase will make certain that insured employees will continue to cover 15% of the annual health care premium.

Scholarships and Aid

Scholarships and financial aid for students will remain key components to the University’s enrollment and student success strategies in FY 2016. By offering competitive scholarship and aid packages, YSU has been able to attract a greater number of academically-prepared students, made college accessible to countless individuals, and helped reduce the average student debt burden.

In FY 2016, the YSU Honor’s program will change significantly. Historically, YSU has offered full merit-based scholarships to approximately 40 students per year. In FY 2016, however, the University will award fewer full scholarships and increase the number of partial scholarships. Consequently, roughly the same amount of scholarship dollars will be awarded to 130 students—a 225% increase in students receiving awards. This change is intended to spread the same scholarship dollars over a larger cohort of students, thereby expanding the number of students receiving scholarships without increasing scholarship expenses.

The FY 2016 scholarship budget is \$17.5 million, which includes \$7.5 million in scholarship support from the YSU Foundation. The chart below depicts a breakdown of FY 2016 scholarships; additional detail is included in Appendix E.



Divisional General Fund Expense Budgets

During the first year of James P. Tressel's presidency, significant reporting and organizational changes occurred. These changes are included in the budget summary presented below, and are consistent with institutional policy 3356-9-01, which delineates executive officers. The new organizational structure has improved operational efficiency, reduced overall costs, and better positioned the University vis-à-vis student success, discovery of knowledge and impact on the region.

Expenses by Division	FY 2016 BUDGET	PERCENT OF TOTAL	ANNUAL CHANGE	PERCENT CHANGE
Academic Affairs	\$83,799,246	55%	(\$3,426,129)	-3.9%
President's Division	22,367,354	15%	(203,687)	-0.9%
Finance & Business Operations	29,227,806	19%	(1,005,331)	-3.3%
Legal Affairs & Human Resources	13,252,245	9%	(35,497)	-0.3%
Strategic Investments	3,000,000	2%	3,000,000	
Institution-Wide	1,853,349	1%	5,370,644	-152.7%
Total General Fund	\$153,500,000	100%	\$3,700,000	2.5%

The Academic Affairs budget includes all costs, instructional and administrative, in each college, academic support unit, and in the Provost's Office. Also included in the Academic Affairs budget is the newly created division of Student Success, which will focus on improving student retention and success rates. A more detailed breakdown by area can be found on Appendix C. The FY 2016 Academic Affairs budget is \$3.4 million less than the prior year, which is attributable to net savings resulting from the new OEA contract and, to a greater extent, reductions in faculty vacancies that have been reallocated to fund the new \$3 million strategic investment reserve.

The President's divisional budget includes the Office of the President, Inclusion & Multicultural Affairs, University Relations, Enrollment Planning & Management, and Student Experience. The reductions here reflect organizational changes, namely the dissolution of the University's Advancement and Development offices, the activities of which have been assumed by the YSU Foundation.

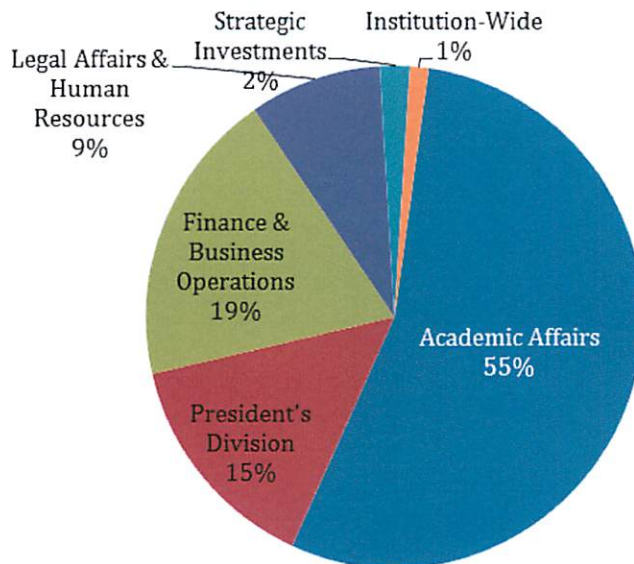
Finance & Business Operations includes the Controller's and Budget offices, Procurement Services, Payroll, Bursar, Facilities Maintenance and Grounds, Information Technology Services, and certain institution-wide costs, such as utilities. The budget reduction shown here largely reflects major organizational changes, including the elimination of position vacancies, as well as the abolishment of positions through layoff procedures, which occurred during the prior fiscal year.

Legal Affairs & Human Resources includes the Office of the General Counsel, Equal Opportunity and Policy Compliance, Human Resources, and Intercollegiate Athletics. The amount for Athletics reflected here includes the portion of Athletics' budget that is supported by the general fund (the entire Athletics budget is summarized on Appendix D).

Divisional General Fund Expense Budgets (continued)

Strategic Investments reflect the University's commitment to the 2020 Strategic Plan. By establishing this pool of funds, the University is better positioned to make strategic investments to foster academic excellence and student success. Use of any portion of these funds will be deliberated by the President's executive management team, and ultimately approved by President Tressel. Since the most significant spending reductions that have occurred over the past four years have been in personnel, it is probable that many of the strategic investments funded from this reserve will be in the form of new positions, both faculty and staff.

Institution-wide includes non-divisional budgets, such as the amount budgeted for debt service. This is also where the University's structural deficit is budgeted. The 152.7% change is an indicator that significant progress has been made toward reducing the budget deficit for FY 2016.



Auxiliary Services

Though not directly tied to the University's core mission, auxiliaries provide important non-academic support services to the entire campus community. As shown in the table below, the combined FY 2016 budgets for the University's auxiliary units total approximately \$36.9 million, which includes \$13.5 million in general fund support and roughly \$23.4 million in earned income. (See Appendix D for auxiliary budget detail.)

Auxiliary Services:	FY 2016 Budget	Percent Change	Dollar Change
Intercollegiate Athletics	\$14,536,228	3.60%	\$504,742
Housing Services	10,638,440	3.47%	356,930
Bookstore	5,000,000	-7.41%	(400,000)
Parking Services	3,249,360	-3.39%	(114,000)
Kilcawley Center	1,946,414	-10.75%	(234,361)
Labor & Industry Steel Museum	111,100	-14.60%	(19,000)
Andrews Recreation and Wellness Center	1,437,191	-3.59%	(53,492)
Total Auxiliary Budgets	\$36,918,733	0.11%	\$40,819
Less: Support from General Fund	(13,540,633)	-0.11%	15,425
Total Earned Income	\$23,378,100	0.24%	\$56,244

The \$14.5 million Athletics budget is indicative of the long-standing institutional decision to support an NCAA-compliant Division I intercollegiate athletic program. The 3.6% increase in the Athletics budget is largely due to a 9% increase in revenue, primarily from increased game guarantee payments for football and basketball. There is also a 2% increase in support from the University's general fund budget, which supports scholarship costs, as well the University's commitment to continue investing in the Title IX Gender Equity Plan.

The budget increase for Housing Services reflects a planned increase to the room and board rates for both the University Courtyard Apartments and for University Residence Halls, which will increase in FY 2016 by between 3% and 4%, depending on room type. These rate increases will enable Housing Services to continue to maintain the University's inventory of residence halls, which include approximately 1,270 beds.

The reductions in the FY 2016 budgets for the Bookstore and Parking Services are generally indicative of YSU's enrollment trend. With the enrollment decline that the University experienced last year, these FY 2016 budgets have been recalibrated to reflect sales activity based on enrollment levels of approximately 10,000 FTE students.

Reduced FY 2016 budgets for both the Kilcawley Student Center and for the Andrews Recreation & Wellness Center are reflective of campus-wide efforts to trim personnel costs. Both Kilcawley and Andrews have participated in this effort by keeping positions vacant or otherwise eliminating vacant positions through attrition.



Rich Center for Autism

Established in 1995, the Rich Center for Autism is dedicated to excellence in education and to improving the lives of individuals with autism and their families. Pursuant to the 2010 agreement between the Rich Center and YSU, the Rich Center's budget is included here for the approval of the YSU Board of Trustees. The Rich Center remains fully-funded by external funding sources and does not receive direct funding support from the University.

<u>Rich Center for Autism</u>	<u>FY 2015 Budget</u>	<u>FY 2016 Budget</u>	<u>Percent Change</u>	<u>Dollar Change</u>
Revenues				
Noncredit Tuition	\$1,568,000	\$1,809,657	15.4%	\$241,657
Private Grants/Contracts Foundation	195,960	150,000	-23.5%	(45,960)
Cash Gifts	184,030	292,533	59.0%	108,503
Pledge Income	66,600	50,000	-24.9%	(16,600)
Misc. Income	39,400	21,000	-46.7%	(18,400)
Total Revenues	\$2,053,990	\$2,323,190	13.1%	\$269,200
Expenses				
Personnel				
Full- and Part-time Staff	\$1,397,271	\$1,412,264	1.1%	\$14,993
Temporary Staff	34,117	65,196	91.1%	31,079
Fringe Benefits	477,152	488,330	2.3%	11,178
Total Personnel	\$1,908,540	\$1,965,790	3.0%	\$57,250
Operating Expenses				
Supplies	\$49,550	\$75,450	52.3%	\$25,900
Travel and Related Expenses	2,500	18,500	640.0%	16,000
Information & Communication	10,400	28,050	169.7%	17,650
Facility Rental/Maintenance/Repairs	1,300	1,200	-7.7%	(100)
Fees & Services	66,200	162,900	146.1%	96,700
Events & Promotions	0	60,000		60,000
Miscellaneous	15,500	11,300	-27.1%	(4,200)
Total Operating Expenses	\$145,450	\$357,400	145.7%	\$211,950
Total Rich Center Expenses	\$2,053,990	\$2,323,190	13.1%	\$269,200



APPENDICES

APPENDIX A
General Fund Revenue

	FY 2015 BUDGET	FY 2016 BUDGET	CHANGE	PERCENT CHANGE	PERCENT of TOTAL
TUITION, FEES & OTHER CHARGES					
MANDATORY FEES					
Instructional Fee	\$78,898,332	\$76,887,097	(\$2,011,235)	-2.5%	50.09%
General Fee	15,811,964	15,499,596	(312,368)	-2.0%	10.10%
Technology Fee	2,795,918	2,712,022	(83,896)	-3.0%	1.77%
Subtotal - Mandatory Fees	\$97,506,214	\$95,098,715	(\$2,407,499)	-2.5%	61.95%
OTHER TUITION & FEES					
Non-resident Tuition Surcharge	\$2,877,134	\$3,124,445	\$247,311	8.6%	2.04%
Laboratory/Materials Fee	2,900,000	3,780,000	880,000	30.3%	2.46%
College/Program Fees	2,310,480	2,526,480	216,000	9.3%	1.65%
Non-credit Instructional Fees	266,653	266,653	0	0.0%	0.17%
Miscellaneous Fees	178,300	178,300	0	0.0%	0.12%
Application Fees	305,000	314,000	9,000	3.0%	0.20%
Subtotal - Other Tuition & Fees	\$8,837,567	\$10,189,878	\$1,352,311	15.3%	6.64%
STUDENT CHARGES					
Fines & Penalty Assessments	\$615,000	\$615,000	\$0	0.0%	0.40%
Service Charges	664,000	697,000	33,000	5.0%	0.45%
Subtotal - Student Charges	\$1,279,000	\$1,312,000	\$33,000	2.6%	0.85%
Total - Tuition, Fees & Other Chrgs.	\$107,622,781	\$106,600,593	(\$1,022,188)	-0.9%	69.45%
STATE APPROPRIATIONS					
State Share of Instruction	\$38,220,094	\$40,971,742	\$2,751,648	7.2%	26.69%
SSI or Tuition Increase Allowable		1,500,000	1,500,000		0.98%
Subtotal - State Appropriations	\$38,220,094	\$42,471,742	\$4,251,648	11.1%	27.67%
OTHER SOURCES					
Investment Income for Operations	\$933,694	\$1,530,000	\$596,306	63.9%	1.00%
Administrative Charge - Bookstore	500,000	500,000	0	0.0%	0.33%
Administrative Charge - Other Auxiliaries	1,157,079	971,413	(185,666)	-16.0%	0.63%
Alumni Relations	80,500	80,500	0	0.0%	0.05%
Sales & Services of Educational Activities	67,500	68,400	900	1.3%	0.04%
Private Gifts, Unrestricted	90,000	139,000	49,000	54.4%	0.09%
Facility Rental, Athletics and University	115,000	115,000	0	0.0%	0.07%
Indirect Cost Recoveries	480,000	480,000	0	0.0%	0.31%
Revenue Sharing, NEOMED and other	190,000	190,000	0	0.0%	0.12%
Other-Miscellaneous	343,352	353,352	10,000	2.9%	0.23%
Subtotal - Other Sources	\$3,957,125	\$4,427,665	\$470,540	11.9%	2.88%
TOTAL GENERAL FUND REVENUE	\$149,800,000	\$153,500,000	\$3,700,000	2.5%	100.00%

APPENDIX B
General Fund Expenses by Natural Classification

	FY 2015	FY 2016		PERCENT OF TOTAL	PERCENT CHANGE
	BUDGET	BUDGET	CHANGE		
PERSONNEL					
Full Service Faculty					
Professor	\$12,897,513	\$11,891,681	7.7%	(\$1,005,832)	-7.8%
Associate Professor	9,334,694	9,364,197	6.1%	29,503	0.3%
Assistant Professor	6,931,132	6,988,221	4.6%	57,089	0.8%
Instructor	1,547,531	1,376,055	0.9%	(171,476)	-11.1%
Faculty Rank Bonus	0	636,900	0.4%	636,900	
Faculty Retirement Incentive (transfer)	0	180,000	0.1%	180,000	
Faculty Vacancies (pooled)	2,726,543	234,165	0.2%	(2,492,378)	-91.4%
Subtotal - Full Service Faculty Salaries	\$33,437,413	\$30,671,219	20.0%	(\$2,766,194)	-8.3%
Temporary Faculty					
Summer School	\$3,193,000	\$2,893,000	1.9%	(\$300,000)	-9.4%
Faculty Overload	72,000	72,000	0.0%	0	0.0%
Part-Time Faculty	4,583,787	4,683,787	3.1%	100,000	2.2%
Continuing Education Faculty	104,338	107,338	0.1%	3,000	2.9%
Extended Teaching Service	1,932,479	1,209,586	0.8%	(722,893)	-37.4%
Subtotal - Temporary Faculty Salaries	\$9,885,604	\$8,965,711	5.8%	(\$919,893)	-9.3%
Total Faculty Salaries	\$43,323,017	\$39,636,930	25.8%	(\$3,686,087)	-8.5%
Permanent Staff					
Professional/Administrative, Full-Time	\$15,925,251	\$15,366,707	10.0%	(\$558,544)	-3.5%
Professional/Administrative, Part-Time	408,573	367,573	0.2%	(41,000)	-10.0%
Classified, Full- and Part-Time	16,384,385	15,120,094	9.9%	(1,264,291)	-7.7%
Subtotal - Permanent Staff Salaries	\$32,718,209	\$30,854,374	20.1%	(\$1,863,835)	-5.7%
Temporary Staff					
Classified Temporary/Intermittent	\$258,388	\$284,693	0.2%	\$26,305	10.2%
Classified Overtime	98,869	98,869	0.1%	0	0.0%
Supplementary Salaries	105,008	105,008	0.1%	0	0.0%
Occasional Service Payment	24,680	24,680	0.0%	0	0.0%
Subtotal - Temporary Staff Salaries	\$486,945	\$513,250	0.3%	\$26,305	5.4%
Total Staff Salaries	\$33,205,154	\$31,367,624	20.4%	(\$1,837,530)	-5.5%
Students					
Graduate Assistants	\$1,211,920	\$1,685,543	1.1%	\$473,623	39.1%
Graduate Assistant Interns	20,000	20,000	0.0%	0	0.0%
Student Assistants	1,791,229	1,788,648	1.2%	(2,581)	-0.1%
Research Assistants	83,265	104,765	0.1%	21,500	25.8%
Task Based Stipends	310,484	310,334	0.2%	(150)	0.0%
Subtotal - Student Salaries	\$3,416,898	\$3,909,290	2.5%	\$492,392	14.4%
Total - Faculty, Staff & Student Salaries	\$79,945,069	\$74,913,844	48.8%	(\$5,031,225)	-6.3%
Fringe Benefits	\$26,402,160	\$25,371,936	16.5%	(\$1,030,224)	-3.9%
TOTAL SALARIES & FRINGE BENEFITS	\$106,347,229	\$100,285,780	65.3%	(\$6,061,449)	-5.7%

APPENDIX B
General Fund Expenses by Natural Classification (continued)

	FY 2015	FY 2016		CHANGE	PERCENT CHANGE
	BUDGET	BUDGET	PERCENT OF TOTAL		
OPERATING EXPENSES					
Supplies	\$1,770,782	\$1,854,004	1.2%	\$83,222	4.7%
Travel & Related Expenses	1,099,806	1,082,386	0.7%	(17,420)	-1.6%
Information & Communication	1,471,975	1,452,643	0.9%	(19,332)	-1.3%
Maintenance/Repairs/Utilities	9,195,190	9,033,345	5.9%	(161,845)	-1.8%
Library Acquisitions	966,445	966,445	0.6%	0	0.0%
Equipment	379,876	379,876	0.2%	0	0.0%
TOTAL OPERATING	\$14,884,074	\$14,768,699	9.6%	(\$115,375)	-0.8%
MISCELLANEOUS					
Student Scholarships, Aid & Awards	\$5,482,668	\$5,574,695	3.6%	\$92,027	1.7%
General Insurance	487,359	487,359	0.3%	0	0.0%
Professional Fees & Services	1,885,191	2,558,007	1.7%	672,816	35.7%
Bad Debt/Collections/Bank Fees	1,196,084	1,196,084	0.8%	0	0.0%
Rentals - Non-Facilities	337,533	337,533	0.2%	0	0.0%
Other	1,388,362	1,507,912	1.0%	119,550	8.6%
TOTAL MISCELLANEOUS	\$10,777,197	\$11,661,590	7.6%	\$884,393	8.2%
OTHER					
Transfers					
Centers of Excellence	\$382,500	\$382,500	0.2%	\$0	0.0%
Intercollegiate Athletics	10,843,986	11,064,728	7.2%	220,742	2.0%
Athletic Facilities Funds	75,000	125,000	0.1%	50,000	66.7%
Laboratory/Materials Fee	2,900,000	3,330,000	2.2%	430,000	14.8%
Beeghly College of Education Fee	129,200	204,200	0.1%	75,000	58.0%
Bitonte HHS College Fee	489,250	490,200	0.3%	950	0.2%
Creative Arts & Comm. College Fee	317,750	334,750	0.2%	17,000	5.4%
STEM College Fee	741,000	846,800	0.6%	105,800	14.3%
CLASS College Fee	152,000	152,000	0.1%	0	0.0%
WCBA College Fee	351,000	367,000	0.2%	16,000	4.6%
Distance Ed. Program Fee	0	450,000	0.3%	450,000	
Kilcawley Center	1,273,389	1,090,714	0.7%	(182,675)	-14.3%
Debt Services & Debt Service Reserve	1,414,000	1,414,000	0.9%	0	0.0%
Andrews Recreation/Wellness Center	1,438,683	1,385,191	0.9%	(53,492)	-3.7%
Technology Initiatives	2,801,712	2,712,022	1.8%	(89,690)	-3.2%
Transfer in from Other Funds	(1,051,557)	(1,051,556)	-0.7%	1	0.0%
Capital Lease, Energy Conservation Project	1,179,666	1,179,666	0.8%	0	0.0%
Other	761,665	810,245	0.5%	48,580	6.4%
Subtotal - Transfers	\$24,199,244	\$25,287,460	16.5%	\$1,088,216	4.5%
Miscellaneous Other					
Area Contingency Accounts	\$1,934,781	\$4,592,479	1.3%	\$2,657,698	137.4%
Structural Operating Deficit	(10,398,876) *	(3,096,008)	-2.0%	7,302,868	-70.2%
Subtotal - Miscellaneous Other	(\$8,464,095)	\$1,496,471	1.0%	\$9,960,566	-117.7%
TOTAL OTHER	\$15,735,149	\$26,783,931	17.4%	\$11,048,782	70.2%
TOTAL GENERAL FUND	\$149,800,000	\$153,500,000	100.0%	\$3,700,000	2.5%

*FY 2015 structural deficit restated to reflect impact of enrollment decline during the 2014-2015 academic year.

APPENDIX C
FY 2016 General Fund Expenses by Division

DIVISION	FY 2015 BUDGET*	FY 2016 BUDGET	PERCENT OF TOTAL	ANNUAL CHANGE	PERCENT CHANGE
ACADEMIC AFFAIRS					
Academic Support and Temporary Faculty	\$17,712,258	\$16,639,563	10.8%	(\$1,072,695)	-6.1%
College of Liberal Arts & Social Sciences	13,402,501	12,409,692	8.1%	(992,809)	-7.4%
Williamson College of Business Administration	7,464,897	6,546,748	4.3%	(918,149)	-12.3%
Beeghly College of Education	6,044,334	5,055,885	3.3%	(988,449)	-16.4%
College of Science, Technology, Engineering & Math	17,879,660	16,407,397	10.7%	(1,472,263)	-8.2%
College Creative Arts & Communications	8,324,433	7,872,680	5.1%	(451,753)	-5.4%
Bitonte College of Health & Human Services	11,751,761	11,443,365	7.5%	(308,396)	-2.6%
School of Graduate Studies & Research	1,297,049	4,367,639	2.8%	3,070,590	236.7%
Student Success	3,348,482	3,056,277	2.0%	(292,205)	-8.7%
Total - Academic Affairs	\$87,225,375	\$83,799,246	54.6%	(\$3,426,129)	-3.9%
PRESIDENT'S DIVISION					
Office of the President	\$860,577	\$846,127	0.6%	(\$14,450)	-1.7%
Inclusion & Multicultural Affairs	357,191	312,047	0.2%	(45,144)	-12.6%
University Relations	7,728,415	7,150,967	4.7%	(577,448)	-7.5%
Enrollment Management (includes scholarships)	9,890,231	10,555,559	6.9%	665,328	6.7%
Student Experience	3,734,627	3,502,654	2.3%	(231,973)	-6.2%
Total - President's Division	\$22,571,041	\$22,367,354	14.6%	(\$203,687)	-0.9%
FINANCE & BUSINESS OPERATIONS					
Facilities, Maintenance & Utilities	\$16,099,639	\$16,072,094	10.5%	(\$27,545)	-0.2%
Financial Services & Budget	4,839,426	4,330,362	2.8%	(509,064)	-10.5%
Information Technology Services	\$9,294,072	8,825,350	5.7%	(468,722)	-5.0%
Total - Finance & Business Operations	\$30,233,137	\$29,227,806	19.0%	(\$1,005,331)	-3.3%
LEGAL AFFAIRS & HUMAN RESOURCES					
General Counsel & Equal Opportunity	\$914,184	\$920,093	0.6%	\$5,909	0.6%
Human Resources	1,529,572	1,267,424	0.8%	(262,148)	-17.1%
Intercollegiate Athletics (transfer)	10,843,986	11,064,728	7.2%	220,742	2.0%
Total - Legal Affairs & HR	\$13,287,742	\$13,252,245	8.6%	(\$35,497)	-0.3%
NON-DIVISIONAL					
Institution-Wide	(\$3,517,295)	\$1,853,349	1.2%	\$5,370,644	-152.7%
Strategic Investment Reserve	0	3,000,000		\$3,000,000	
Total - Non-Divisional	(\$3,517,295)	\$4,853,349	3.2%	\$8,370,644	-238.0%
Total General Fund	\$149,800,000	\$153,500,000	100.0%	\$3,700,000	2.5%

*FY 2015 restated to reflect organizational changes.

APPENDIX D

<u>INTERCOLLEGIATE ATHLETICS</u>			
	<u>FY 2016</u>	<u>PERCENT CHANGE</u>	<u>CHANGE</u>
EARNED INCOME			
Football Tickets	\$460,000	9.5%	\$40,000
Basketball Tickets	135,000	0.0%	0
Guarantees	935,000	23.8%	180,000
Program Sales	6,500	-13.3%	(1,000)
Campus Vending Concessions	85,000	0.0%	0
Concession Commission	45,000	0.0%	0
Royalty Commission	40,000	0.0%	0
NCAA Revenue Sharing	675,000	0.0%	0
Program Ad. Sales/Recognition	200,000	17.6%	30,000
Radio/Television Income	60,000	9.1%	5,000
Pouring Rights & Miscellaneous	125,000	0.0%	0
Football Tailgate	65,000	0.0%	0
Scoreboard Advertising:			
Football	145,000	11.5%	15,000
Basketball	65,000	30.0%	15,000
Stadium Loge Rentals	430,000	0.0%	0
Total Earned Income	\$3,471,500	8.9%	\$284,000
GENERAL FUND ALLOCATION			
Scholarship Support	\$4,711,038	3.5%	\$158,972
Operating Support	6,353,690	1.0%	61,770
Total General Fund Support	\$11,064,728	2.0%	\$220,742
TOTAL RESOURCES	\$14,536,228	3.6%	\$504,742
EXPENSES			
Permanent Staff	\$3,905,420	2.5%	\$95,602
Temporary Staff	372,353	-16.8%	(75,369)
Fringe Benefits	1,463,008	2.0%	29,087
Debt Service (transfer)	152,660	0.0%	0
Scholarships	4,711,038	3.5%	158,972
Operating	3,931,749	8.2%	296,450
TOTAL EXPENSES	\$14,536,228	3.6%	\$504,742

APPENDIX D

<u>MUSEUM OF LABOR & INDUSTRY (STEEL MUSEUM)</u>			
	<u>FY 2016</u>	<u>PERCENT CHANGE</u>	<u>CHANGE</u>
EARNED INCOME			
State Appropriations	\$100,000	-16.67%	(\$20,000)
Miscellaneous Sales and Service	900	50.00%	300
Ticket Sales	8,500	6.25%	500
Facility Rental	500	-66.67%	(1,000)
Miscellaneous	1,200		1,200
TOTAL RESOURCES	<u>\$111,100</u>	<u>-14.60%</u>	<u>(\$19,000)</u>
EXPENDITURES			
Temporary Staff	\$26,300	-9.31%	(\$2,700)
Fringe Benefits	8,410	-40.77%	(5,790)
Administrative Charge	5,000	-66.67%	(10,000)
Operating	71,390	-0.71%	(510)
TOTAL EXPENDITURES	<u>\$111,100</u>	<u>-14.60%</u>	<u>(\$19,000)</u>

<u>HOUSING SERVICES</u>			
	<u>FY 2016</u>	<u>PERCENT CHANGE</u>	<u>CHANGE</u>
EARNED INCOME			
Room Rentals and Board	\$10,337,440	3.78%	\$376,930
Meal Plans	160,000	0.00%	0
Vending Machine Commissions	6,000	0.00%	0
Food Commissions	5,000		0
Rentals-Guests and Special Groups	130,000	-13.33%	(20,000)
Total Earned Income	<u>\$10,638,440</u>	<u>3.47%</u>	<u>356,930</u>
TOTAL REVENUE	<u>\$10,638,440</u>	<u>3.47%</u>	<u>356,930</u>
EXPENDITURES			
Permanent Staff	\$554,527	-2.04%	(\$11,530)
Temporary Staff	388,000	6.56%	23,900
Fringe Benefits	282,749	2.39%	6,593
Debt Service	2,607,555	0.22%	5,750
Capital Improvements Transfer	0	-100.00%	(400,000)
Administrative Charge	612,813	0.00%	0
Operating	6,192,796	13.41%	732,217
TOTAL EXPENDITURES	<u>\$10,638,440</u>	<u>3.47%</u>	<u>356,930</u>



APPENDIX D

BOOKSTORE			
	FY 2016	PERCENT CHANGE	CHANGE
EARNED INCOME			
Register Sales	\$5,000,000	-7.41%	(\$400,000)
TOTAL RESOURCES	\$5,000,000	-7.41%	(\$400,000)
EXPENSES			
Permanent Staff	\$460,254	-9.01%	(\$45,561)
Temporary Staff	183,500	-9.83%	(20,000)
Fringe Benefits	193,714	-8.46%	(17,909)
Administrative Charge	500,000	0.00%	0
Operating	3,662,532	-7.95%	(316,530)
TOTAL EXPENSES	\$5,000,000	-7.41%	(\$400,000)

PARKING SERVICES			
	FY 2016	PERCENT CHANGE	CHANGE
EARNED INCOME			
Faculty & Staff Permits	\$505,000	0.00%	\$0
Student Transportation Fee/Permits	2,528,060	-4.31%	(114,000)
Parking Fines	35,000	0.00%	0
Parking Fees-Special Events	100,000	0.00%	0
Daily Parking Fees	40,000	0.00%	0
Parking Meters	7,000	0.00%	0
Parking Permits-Contracted Service	25,000	0.00%	0
Control Card Replacement	300	0.00%	0
Weekly Permits	9,000	0.00%	0
Total Earned Income	\$3,249,360	-3.39%	(\$114,000)
TOTAL RESOURCES	\$3,249,360	-3.39%	(\$114,000)
EXPENDITURES			
Permanent Staff	\$477,955	0.00%	\$0
Temporary Staff	432,000	0.00%	0
Fringe Benefits	239,917	2.39%	5,595
Administrative Charge	150,000	0.00%	0
Debt Service	193,029	0.00%	0
Maintenance	222,000	0.00%	0
Shuttle Service	363,000	0.00%	0
Other Operating	751,200	0.00%	0
Reserve	420,259	-22.15%	(119,595)
TOTAL EXPENDITURES	\$3,249,360	-3.39%	(\$114,000)



APPENDIX D

<u>KILCAWLEY CENTER</u>			
	<u>FY 2016</u>	<u>PERCENT CHANGE</u>	<u>CHANGE</u>
EARNED INCOME			
Food Services Commissions	\$380,000	11.76%	\$40,000
Candy Counter	50,000	-21.88%	(14,000)
Duplication Services	300,000	-21.05%	(80,000)
Graphic Center	60,000	9.09%	5,000
Recreation Room	4,000	-33.33%	(2,000)
Room Rental	25,000	0.00%	0
Vending and Misc. Sales & Service	36,700	-1.83%	(686)
Total Earned Income	\$855,700	-5.70%	(\$51,686)
OTHER RESOURCES			
General Fund Allocation	\$1,090,714	-14.35%	(\$182,675)
TOTAL RESOURCES	\$1,946,414	-10.75%	(\$234,361)
EXPENSES			
Permanent Staff	\$390,437	-25.55%	(\$134,014)
Temporary Staff	225,527	0.00%	0
Fringe Benefits	157,335	-23.62%	(48,661)
Administrative Charge	126,000	-54.35%	(150,000)
Operating	1,047,115	10.36%	98,314
TOTAL EXPENSES	\$1,946,414	-10.75%	(\$234,361)

<u>ANDREWS RECREATION AND WELLNESS CENTER</u>			
	<u>FY 2016</u>	<u>PERCENT CHANGE</u>	<u>CHANGE</u>
EARNED INCOME			
Faculty & Staff Memberships	\$26,000	0.00%	\$0
Guest Passes	8,000	0.00%	0
Program Fees	18,000	0.00%	0
Total Earned Income	\$52,000	0.00%	\$0
OTHER RESOURCES			
General Fund Allocation	\$1,385,191	-3.72%	(\$53,492)
TOTAL RESOURCES	\$1,437,191	-3.59%	(\$53,492)
EXPENSES			
Permanent Staff	\$298,445	-12.08%	(\$40,993)
Temporary Staff	421,100	0.00%	0
Fringe Benefits	158,783	-11.09%	(19,799)
Administrative Charge	77,600	0.00%	0
Operating	481,263	1.54%	7,300
TOTAL EXPENSES	\$1,437,191	-3.59%	(\$53,492)

**APPENDIX E
Scholarship Summary - FY 2016**

	<u>Foundation</u>	<u>University</u>	<u>Total</u>
RESTRICTED PROGRAMS:			
Donor Restricted	\$1,722,350		\$1,722,350
Wolves Club Match		\$14,000	\$14,000
	<u>\$1,722,350</u>	<u>\$14,000</u>	<u>\$1,736,350</u>
SPECIAL TALENT:			
Dana School of Music	\$50,000		\$50,000
Beecher Art & Theater	36,000		36,000
	<u>\$86,000</u>	<u>\$0</u>	<u>\$86,000</u>
SPECIAL PURPOSE:			
Bahamian Scholarships	\$26,000		\$26,000
Minority Internships	30,000		30,000
Nunziato ROTC	57,000		57,000
ROTC Gold Bar	10,000		10,000
	<u>\$123,000</u>	<u>\$0</u>	<u>\$123,000</u>
ATHLETIC:			
Endowed Athletic Scholarships	\$220,550		\$220,550
Intercollegiate Athletic Scholarships		\$4,711,038	\$4,711,038
5th Year Grants		235,886	\$235,886
	<u>\$220,550</u>	<u>\$4,946,924</u>	<u>\$5,167,474</u>
GRADUATE:			
Graduate Scholarship & Grant-in-Aid	\$350,000	\$241,000	\$591,000
Graduate Stipend		10,000	10,000
	<u>\$350,000</u>	<u>\$251,000</u>	<u>\$601,000</u>
<u>Goal-Based Programs</u>			
NEED-BASED:			
Martin Luther King Awards	\$0	\$0	\$0
PHEAA Match	200,000	175,000	375,000
Housing Grants		275,000	275,000
Youngstown Early College		100,000	100,000
	<u>\$200,000</u>	<u>\$550,000</u>	<u>\$750,000</u>
SCHOLARSHIPS FOR EXCELLENCE			
For Academic Excellence:			
University Scholars & Honors	\$2,454,205		\$2,454,205
Trustees	960,000		960,000
President's	1,058,000		1,058,000
Dean's	127,350	374,400	501,750
Red & White		1,710,000	1,710,000
First Opportunity		435,000	435,000
MLK Merit	150,000	0	150,000
Presidential Residence Leaders		166,740	166,740
LLC-Housing Excellence		124,000	124,000
Trailblazer		90,000	90,000
Unallocated	0		0
	<u>\$4,749,555</u>	<u>\$2,900,140</u>	<u>\$7,649,695</u>
For Retention Efforts:			
Academic Achievement		\$310,000	\$310,000
Merit Retention	\$60,000		60,000
	<u>\$60,000</u>	<u>\$310,000</u>	<u>\$370,000</u>
For Transfer and Nonresident Students:			
Transfer Scholarships		\$500,000	\$500,000
Provost's Scholarship		212,000	212,000
	<u>\$0</u>	<u>\$712,000</u>	<u>\$712,000</u>
Other Miscellaneous Scholarships	\$0	\$314,200	\$314,200
GRAND TOTAL	<u><u>\$7,511,455</u></u>	<u><u>\$9,998,264</u></u>	<u><u>\$17,509,719</u></u>

APPENDIX F
Miscellaneous Salary Rates

<i>Part-Time Faculty (per semester hour workload)</i>	
With Baccalaureate	\$650
With Masters or J.D.	\$800
With Doctorate	\$1,050
<i>Doctoral Fellowships (includes remittance of tuition and non-resident surcharge)</i>	\$10,000
<i>Ph.D. Assistantships Stipends (sciences and engineering)</i>	\$23,500-\$30,000
<i>Graduate Assistants (includes remittance of tuition and non-resident surcharge)</i>	
Stipend for students in STEM departments	\$10,000
Stipend for students in all other academic departments	\$7,500
<i>Graduate Teaching Assistants (includes remittance of tuition and non-resident surcharge)</i>	
Stipend for students in STEM departments	\$10,000
Stipend for students in all other academic departments	\$8,750
<i>Student Employee Hourly Wage Rates*</i>	
Research Assistants	\$9.50
Student Assistants	\$8.10
Student Exception Rates (<i>as approved by the Assoc. VP for Student Experience</i>)	\$8.40 - \$14.00

*Note: Student employee hourly wage rates are subject to revision, pending any applicable cost of living adjustments, as required by Ohio minimum wage law.

**RESOLUTION TO APPROVE CHANGES TO
TUITION AND FEES FOR THE 2015-16 ACADEMIC AND FISCAL
YEAR**

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

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

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

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

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

BE IT ALSO RESOLVED, that the Board of Trustees of Youngstown State University does hereby declare the “tuition charge” shall be the sum of the Instructional Fee, General Fee, and the Information Services Fee, and does hereby establish the tuition charge and other fees as included in Exhibit M, which if permitted by the final version of the state budget legislation for the FY 2016 and FY 2017 biennium, shall be increased by the allowable percentage or dollar amount permitted by state law, to become effective Fall Term 2015 and to remain in effect until changed by the Board of Trustees, except as may be specifically noted otherwise; and

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

1. Fees of noncredit courses, institutes, and workshops offered or coordinated through the Metro College and the University Outreach department;

Youngstown

STATE UNIVERSITY

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

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

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

If a student is permitted to withdraw from the University or if a student reduces his or her academic load, a refund of the tuition charge, and of the nonresident tuition surcharge, where applicable, shall be made in conformity with the following schedules. If the withdrawal is after the prescribed time limits, all tuition and other applicable fees and charges are forfeited. All applicable fees, fines, and penalties due must be paid before the refund is paid.

Youngstown STATE UNIVERSITY

Exhibit ____

Length of Course

100% refund

No refund

6 weeks or more:

through 14th
day of
term.

15th day
of term and
later.

Less than 6 weeks:

15% of
course
duration.

greater than
15% of
course duration.

**Board of Trustees Meeting
June 17, 2015
YR 2015-**

Agenda Item E.3.i

YOUNGSTOWN STATE UNIVERSITY
Summary of Bulk-Rate Mandatory Costs to Attend¹
(See Schedules 2, 3 and 4 for detail)

	<u>FY 2015 Actual</u>	<u>FY 2016</u>		
		<u>Proposed</u>	<u>\$ Change</u>	<u>% Change</u>
UNDERGRADUATE (per semester)				
Resident	\$4,043.64	\$4,043.64 *	\$0.00	0.00%
Non-resident:				
Affordable Tuition Advantage ²	\$4,163.64	\$4,163.64 *	\$0.00	0.00%
Non-regional	\$7,043.64	\$7,043.64 *	\$0.00	0.00%
GRADUATE³ (per semester)				
Resident	\$5,440.80	\$5,640.00	\$199.20	3.66%
Non-resident:				
Affordable Tuition Advantage ²	\$5,560.80	\$5,760.00	\$199.20	3.58%
Non-regional	\$7,045.92	\$8,640.00	\$1,594.08	22.62%

NOTES:

* Amounts subject to change. Pending final tuition language in H.B. 64, YSU's FY 2016 undergraduate tuition may increase by allowable percentage or dollar amount permitted by law.

1. Rates for specialized programs not included in this presentation.

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

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

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

Schedule 2

Fee Description	FY 2015 Actual	FY 2016		
		Proposed	\$ Change	% Change
BULK-RATE TUITION & MANDATORY FEES				
Instructional Fee (per semester, 12-16 credit hours)	\$3,240.00	\$3,240.00 *	\$0.00	0.00%
General Fee (per semester, 12-16 credit hours)	\$683.64	\$683.64 *	\$0.00	0.00%
Information Services Fee (per semester, 12-16 credit hours)	\$120.00	\$120.00	\$0.00	0.00%
Full-time tuition & mandatory fees	\$4,043.64	\$4,043.64	\$0.00	0.00%
TUITION & MANDATORY FEES (outside bulk-rate)				
Instructional Fee (per credit hour)	\$270.00	\$270.00 *	\$0.00	0.00%
General Fee (per credit hour)	\$56.97	\$56.97 *	\$0.00	0.00%
Information Services Fee (per credit hour)	\$10.00	\$10.00	\$0.00	0.00%
COLLEGE FEES				
Beeghly College of Education				
Undergrad with Junior Standing and Above (per credit hour)	\$8.00	\$8.00	\$0.00	0.00%
Undergrad with Junior Standing and Above (bulk rate, 12-16 hours)	\$96.00	\$96.00	\$0.00	0.00%
Bitonte College of Health & Human Services				
Undergrad with Junior Standing and Above (per credit hour)	\$12.50	\$12.50	\$0.00	0.00%
Undergrad with Junior Standing and Above (bulk rate, 12-16 hours)	\$150.00	\$150.00	\$0.00	0.00%
College of Science, Technology, Engineering & Mathematics				
Undergrad with Junior Standing and Above (per credit hour)	\$25.00	\$25.00	\$0.00	0.00%
Undergrad with Junior Standing and Above (bulk rate, 12-16 hours)	\$300.00	\$300.00	\$0.00	0.00%
College of Liberal Arts & Social Sciences				
Undergrad with Junior Standing and Above (per credit hour)	\$8.50	\$8.50	\$0.00	0.00%
Undergrad with Junior Standing and Above (bulk rate, 12-16 hours)	\$102.00	\$102.00	\$0.00	0.00%
College of Fine & Performing Arts				
Undergraduates, per credit hour	\$9.00	\$9.00	\$0.00	0.00%
Undergraduates, bulk rate, 12-16 hours	\$108.00	\$108.00	\$0.00	0.00%
Williamson College of Business Administration				
Undergrad with Junior Standing and Above (per credit hour)	\$16.00	\$16.00	\$0.00	0.00%
Undergrad with Junior Standing and Above (bulk rate, 12-16 hours)	\$192.00	\$192.00	\$0.00	0.00%

*Note: Amounts subject to change. Pending final tuition language in H.B. 64. YSU's FY 2016 undergraduate tuition may increase by allowable percentage or dollar amount permitted by law.

YOUNGSTOWN STATE UNIVERSITY
Resident Graduate Tuition & Fees

Schedule 3

Fee Description	FY 2015 Actual	FY 2016		
		Proposed	\$ Change	% Change
BULK-RATE TUITION & MANDATORY FEES				
Instructional Fee (per semester, 12-16 credit hours)	\$4,637.16	\$4,836.36	\$199.20	4.30%
General Fee (per semester, 12-16 credit hours)	\$683.64	\$683.64	\$0.00	0.00%
Information Services Fee (per semester, 12-16 credit hours)	\$120.00	\$120.00	\$0.00	0.00%
Full-time tuition & mandatory fees	\$5,440.80	\$5,640.00	\$199.20	3.66%
TUITION & MANDATORY FEES (outside bulk-rate)				
Instructional Fee (per credit hour)	\$386.43	\$403.03	\$16.60	4.30%
General Fee (per credit hour)	\$56.97	\$56.97	\$0.00	0.00%
Information Services Fee (per credit hour)	\$10.00	\$10.00	\$0.00	0.00%
ADDITIONAL GRADUATE FEES				
Master of Public Health¹ (per credit hour)	\$554.00	\$565.00	\$11.00	1.99%
Master of Fine Arts¹ (per credit hour)	\$541.00	\$541.00	\$0.00	0.00%
Nurse Anesthetist Program Fee² (per semester)	\$2,724.86	\$2,820.29	\$95.43	3.50%
Graduate Workshops (per credit hour)				
Resident	\$142.69	\$146.97	\$4.28	3.00%
Non-Resident	\$152.69	\$156.97	\$4.28	2.80%

1. The MPH and MFA fees are set by consortia of several Ohio public universities of which YSU is a member.

2. Nurse Anesthetist fee is set by the St. Elizabeth Health Center School for Nurse Anesthetists.

YOUNGSTOWN STATE UNIVERSITY
Non-Resident Tuition Surcharge

Schedule 4

	FY 2015 Actual	FY 2016		
		Proposed	\$ Change	%Change
UNDERGRADUATE				
Affordable Tuition Advantage¹				
Part-time (per credit, 1-11 credits)	\$10.00	\$10.00	\$0.00	0.00%
Full-time (per semester, within bulk)	\$120.00	\$120.00	\$0.00	0.00%
Credits in excess of bulk (per credit)	\$10.00	\$10.00	\$0.00	0.00%
Non-Regional				
Part-time (per credit, 1-11 credits)	\$250.00	\$250.00	\$0.00	0.00%
Full-time (per semester, within bulk)	\$3,000.00	\$3,000.00	\$0.00	0.00%
Credits in excess of bulk (per credit)	\$250.00	\$250.00	\$0.00	0.00%
GRADUATE²				
Affordable Tuition Advantage¹				
Below bulk-rate (per credit, 1-11 credits)	\$10.00	\$10.00	\$0.00	0.00%
Within bulk-rate (per semester)	\$120.00	\$120.00	\$0.00	0.00%
Credits in excess of bulk (per credit)	\$10.00	\$10.00	\$0.00	0.00%
Non-Regional				
Below bulk-rate (per credit, 1-11 credits)	\$133.76	\$250.00	\$116.24	86.90%
Within bulk-rate (per semester)	\$1,605.12	\$3,000.00	\$1,394.88	86.90%
Credits in excess of bulk (per credit)	\$133.76	\$250.00	\$116.24	86.90%

Note:

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

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

YOUNGSTOWN STATE UNIVERSITY
Distance Education Program Fees

Fee Description	FY 2015 Actual	FY 2016		
		Proposed	\$ Change	% Change
UNDERGRADUATE				
BULK-RATE TUITION & MANDATORY FEES				
Instructional Fee (per semester, 12-16 credit hours)	\$3,240.00	\$3,240.00 *	\$0.00	0.00%
Program Fee (per semester, 12-16 credit hours)	\$480.00	\$0.00	(\$480.00)	-100.00%
Information Services Fee (per semester, 12-16 credit hours)	\$120.00	\$120.00	\$0.00	0.00%
Full-time tuition & mandatory fees	\$3,840.00	\$3,360.00	(\$480.00)	-12.50%
TUITION & MANDATORY FEES (outside bulk-rate)				
Instructional Fee (per credit hour, 1-11 hours)	\$270.00	\$270.00 *	\$0.00	0.00%
Program Fee (per credit hour, 1-11 hours)	\$40.00	\$0.00	(\$40.00)	-100.00%
Information Services Fee (per credit hour)	\$10.00	\$10.00	\$0.00	0.00%
GRADUATE				
BULK-RATE TUITION & MANDATORY FEES				
Instructional Fee (per semester, 12-16 credit hours)	\$4,637.16	\$4,836.36	\$199.20	4.30%
Program Fee (per semester, 12-16 credit hours)	\$480.00	\$0.00	(\$480.00)	-100.00%
Information Services Fee (per semester, 12-16 credit hours)	\$120.00	\$120.00	\$0.00	0.00%
Full-time tuition & mandatory fees	\$5,237.16	\$4,956.36	(\$280.80)	-5.36%
TUITION & MANDATORY FEES (outside bulk-rate)				
Instructional Fee (per credit hour, 1-11 hours)	\$386.43	\$403.03	\$16.60	4.30%
Program Fee (per credit hour, 1-11 hours)	\$40.00	\$0.00	(\$40.00)	-100.00%
Information Services Fee (per credit hour)	\$10.00	\$10.00	\$0.00	0.00%
WEB-BASED PROGRAM				
Per Web-Based Course	\$0.00	\$60.00	\$60.00	New
NONRESIDENT SURCHARGE				
Bulk-Rate for Undergraduate and Graduate				
Level 1 (per semester, 12-16 credit hours)	\$3,122.40	\$3,122.40	\$0.00	0.00%
Level 2 (per semester, 12-16 credit hours)	\$3,194.40	\$3,194.40	\$0.00	0.00%
Level 3 (per semester, 12-16 credit hours)	\$3,338.40	\$3,338.40	\$0.00	0.00%
Level 4 (per semester, 12-16 credit hours)	\$3,518.40	\$3,518.40	\$0.00	0.00%
Level 5 (per semester, 12-16 credit hours)	\$3,698.40	\$3,698.40	\$0.00	0.00%
NONRESIDENT SURCHARGE				
Outside Bulk-Rate for Undergraduate and Graduate				
Level 1 (per credit hour, 1-11 hours)	\$260.20	\$260.20	\$0.00	0.00%
Level 2 (per credit hour, 1-11 hours)	\$266.20	\$266.20	\$0.00	0.00%
Level 3 (per credit hour, 1-11 hours)	\$278.20	\$278.20	\$0.00	0.00%
Level 4 (per credit hour, 1-11 hours)	\$293.20	\$293.20	\$0.00	0.00%
Level 5 (per credit hour, 1-11 hours)	\$308.20	\$308.20	\$0.00	0.00%

*Note: Amounts subject to change. Pending final tuition language in H.B. 64, YSU's FY 2016 undergraduate tuition may increase by allowable percentage or dollar amount permitted by law.

YOUNGSTOWN STATE UNIVERSITY
Housing Charges

Fee Description	FY 2015 Actual	FY 2016		
		Proposed	\$ Change	%Change
Room & Board (per academic year)	\$8,645	\$8,990	\$345.00	3.99%
Residence Hall Security Deposit (academic year and/or summer)	\$200	\$200	\$0.00	0.00%
Single Room Surcharge	\$875	\$900	\$25.00	2.86%
Weller House Apartments (per Academic Year-room only)	\$7,000	\$7,140	\$140.00	2.00%
Student Housing During Academic Breaks				
1 - 3 days (no meals, per day)	\$25	\$26	\$1.00	4.00%
Per week (7 meals per week)	\$200	\$205	\$5.00	2.50%
Summer				
Room and Board (10 meals per week)	\$250	\$260	\$10.00	4.00%
Apartments (room only, per person, per week)	\$200	\$205	\$5.00	2.50%

YOUNGSTOWN STATE UNIVERSITY
Other Fees, Charges and Fines

Schedule 7

Fee Description	FY 2015 Actual	FY 2016 Proposed	Change
ACT Test Fee	\$40.00	\$55.00	\$15.00
Beeghly College of Education Graduate Regional Delivery Fees:			
Level 1 (per credit hour)	\$10.00	\$10.00	\$0.00
Level 2 (per credit hour)	\$20.00	\$20.00	\$0.00
Level 3 (per credit hour)	\$35.00	\$35.00	\$0.00
Level 4 (per credit hour)	\$60.00	\$60.00	\$0.00
Level 5 (per credit hour)	\$75.00	\$75.00	\$0.00
Level 6 (per credit hour)	\$100.00	\$100.00	\$0.00
Level 7 (per credit hour)	\$125.00	\$125.00	\$0.00
Level 8 (per credit hour)	\$160.00	\$160.00	\$0.00
Bookstore Textbook Rental Fees:			
Late Return Fee	\$35.00	\$35.00	\$0.00
Replacement Fee			\$0.00
Check Replacement Fee	\$25.00	\$25.00	\$0.00
Child Preschool Lab Fee (per semester)	\$150.00	\$150.00	\$0.00
College Level Examination Program Test Fee (CLEP)	\$25.00	\$25.00	\$0.00
Community Counseling Clinic Client Fees (per client):			
Level 1	\$1.00	\$1.00	\$0.00
Level 2	\$5.00	\$5.00	\$0.00
Level 3	\$10.00	\$10.00	\$0.00
College Credit Plus (formerly College in High School) per credit:			
In high school instruction by high school teacher		\$40.00	New
Online instruction by YSU faculty		\$80.00	New
On-campus instruction by YSU faculty		\$160.00	New
Computer-based Placement Re-Test Fee (per test)	\$20.00	\$20.00	\$0.00
Counseling Prep Comprehensive Exam	\$40.00	\$40.00	\$0.00
Course Fees (per course)			
Lab & Materials Fee Level 1	\$35.00	\$35.00	\$0.00
Lab & Materials Fee Level 2	\$50.00	\$50.00	\$0.00
Lab & Materials Fee Level 3	\$65.00	\$65.00	\$0.00
Lab & Materials Fee Level 4 (gross anatomy)	\$187.00	\$300.00	\$113.00
Lab & Materials Fee Level 7	\$20.00	\$20.00	\$0.00
Lab & Materials Fee Level 8	\$85.00	\$85.00	\$0.00
Lab & Materials Fee Level 9	\$25.00	\$25.00	\$0.00
Lab & Materials Fee Level 10 (nursing clinical)	\$200.00	\$200.00	\$0.00
Lab & Materials Fee Level 11 (Co-Op)	\$350.00	\$350.00	\$0.00
Lab & Materials Fee Level 12	\$300.00	\$300.00	\$0.00
Lab & Materials Fee Level 13	\$100.00	\$100.00	\$0.00
Lab & Materials Fee Level 14 (Lab Proctoring Fee)	\$30.00	\$0.00	(\$30.00)
Credit by Examination (per credit)	\$20.00	\$20.00	\$0.00
Credit Card Convenience Fee (student accounts only)	2.75%	2.75%	0.00%
Duplicate Diploma Fee	\$40.00	\$40.00	\$0.00
Equipment & Materials Replacement Fee	Market value	Market value	\$0.00
Federal Background Check	\$28.00	\$28.00	\$0.00
Fingerprinting Web Check Fee (per occurrence)	\$37.00	\$37.00	\$0.00
Graduate Student Application Fee	\$40.00	\$45.00	\$5.00
Graduation Fee	\$65.00	\$65.00	\$0.00
HPE Equipment Replacement Fee	Market value	Market value	\$0.00
Installment Plan Fee (maximum)	\$45.00	\$45.00	\$0.00

YOUNGSTOWN STATE UNIVERSITY
Other Fees, Charges and Fines

Schedule 7

Fee Description	FY 2015 Actual	FY 2016 Proposed	Change
International Student Credential Evaluation Fee-Graduate	\$45.00	\$45.00	\$0.00
International Student Credential Evaluation Fee-Undergrad.	\$75.00	\$75.00	\$0.00
International Student Health Insurance (pass-through, set by insurance carrier)	Variable	Variable	\$0.00
Late Class Add Fee (per course)	\$50.00	\$50.00	\$0.00
Late Graduation Application Fee (after 3rd week)	\$38.50	\$38.50	\$0.00
Late Payment Fee	\$50.00	\$50.00	\$0.00
Late Registration Fee	\$75.00	\$75.00	\$0.00
Library Fines:			
Replacement Processing Fee	\$10.00	\$10.00	\$0.00
Overdue InterLibrary Loan Material (per day)	\$0.05	\$0.05	\$0.00
Overdue Maag/Depository Material (per day)	\$0.10	\$0.10	\$0.00
Overdue Textbook (\$0.55 per day, maximum fine \$100)	\$0.55	\$0.55	\$0.00
Overdue OhioLINK Material (per day)	\$0.50	\$0.50	\$0.00
Overdue Reserve Material (per day)	\$0.55	\$0.55	\$0.00
Overdue Closed Reserve Material (per hour)	\$0.55	\$0.55	\$0.00
Library Material Replacement Fee	Market Value	Market Value	\$0.00
OhioLINK Material Replacement Fee	\$110.00	\$110.00	\$0.00
Library Study Carrel Rental	\$25.00	\$25.00	\$0.00
MAT Test Fee	\$75.00	\$90.00	\$15.00
Ohio Attorney General Payment / Collections Fee	Variable	Variable	\$0.00
Parking & Transportation Fees:			
Transportation Fees:			
Students, Fall & Spring Terms, mandatory if enrolled in 6 or more credits	\$115.00	\$115.00	\$0.00
Students, Summer Term, mandatory if enrolled in 6 or more credits	\$58.00	\$58.00	\$0.00
Parking Permits:			
Students, Fall & Spring Terms, optional if enrolled in 0-5 credits	\$115.00	\$115.00	\$0.00
Students, Summer Term, optional if enrolled in 0-5 credits	\$58.00	\$58.00	\$0.00
Employees, per semester	\$85.00	\$85.00	\$0.00
Contract employees, per semester, Fall & Spring	\$115.00	\$115.00	\$0.00
Contract employees, Summer term	\$58.00	\$58.00	\$0.00
Control Card Replacement	\$5.00	\$5.00	\$0.00
Visitors, Daily/Special Event (per day)	\$5.00	\$5.00	\$0.00
Visitors, Weekly/Special Event (per week)	\$20.00	\$20.00	\$0.00
Parking Violations:			
Class I (minor violation, 1st offense)	\$25.00	\$25.00	\$0.00
Class I (minor violation, 2nd offense)	\$30.00	\$30.00	\$0.00
Class I (minor violation, 3rd offense)	\$35.00	\$35.00	\$0.00
Class II (major violations)	\$100.00	\$100.00	\$0.00
Class III (legal violations)	\$150.00	\$150.00	\$0.00
PC Data Recovery Service Fee	\$100.00	\$100.00	\$0.00
PC Remediation Service Fee	\$75.00	\$75.00	\$0.00
Peace Officers Training Academy	\$300.00	\$300.00	\$0.00
Photo I.D. Replacement Charge	\$25.00	\$25.00	\$0.00
Physical Therapy Doctoral Acceptance Deposit	\$500.00	\$500.00	\$0.00
Processing/Matriculation Fee (per semester)	\$80.00	\$80.00	\$0.00
Proficiency Examination (per course)	\$45.00	\$45.00	\$0.00
Program Fees:			
Bachelor of Arts in Telecommunications Studies (per course)	\$0.00	\$35.00	New
Bachelor of Fine Arts - Studio Art Program (per credit hour)	\$29.00	\$29.00	\$0.00

YOUNGSTOWN STATE UNIVERSITY
Other Fees, Charges and Fines

Schedule 7

Fee Description	FY 2015 Actual	FY 2016 Proposed	Change
Bachelor of Science in Engineering (per student)	\$0.00	\$50.00	New
Master of Business Administration (per credit hour)	\$40.00	\$40.00	\$0.00
Master in Early Childhood Education (per credit hour)	\$30.00	\$30.00	\$0.00
Applied / Performance Music (per credit)	\$75.00	\$75.00	\$0.00
Reading Tutoring Fee	\$38.00	\$38.00	\$0.00
Returned Check or Credit Card Fee	\$30.00	\$30.00	\$0.00
Rich Autism Center Pre-School Program (per week)	\$125.00	\$125.00	\$0.00
Student Locker Rental (per year)	\$25.00	\$25.00	\$0.00
Study Abroad Fee:			
Level 1 (YSU faculty-led short-term field study)	\$45.00	\$45.00	\$0.00
Level 2 (College Consortium in International Studies)	\$75.00	\$75.00	\$0.00
Level 3 (YSU direct agreement or exchange program)	\$150.00	\$150.00	\$0.00
Thesis Binding Fee	\$25.00	\$25.00	\$0.00
Transcript Fee	\$6.00	\$6.00	\$0.00
Transcript Rush Fee (same-day processing)	\$12.00	\$12.00	\$0.00
Transcript Rush Fee (overnight express)	\$35.00	\$35.00	\$0.00
Transfer Processing/Matriculation Fee	\$35.00	\$35.00	\$0.00
Undergraduate Application Fee (first time applicant)	\$45.00	\$45.00	\$0.00
Youngstown Early College (per credit hour)	\$106.00	\$106.00	\$0.00
Youngstown Early College (full-time bulk rate, 12-16 hours)	\$1,272.00	\$1,272.00	\$0.00

**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, a budget transfer of \$800,000 is requested to help finance capital improvements along the Wick Avenue corridor.

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 N.



YOUNGSTOWN STATE UNIVERSITY
Interfund Transfers Requiring Board Approval
Transfers Outside of the Operating Budget
Requested Transfers for Fourth Quarter 2015

FROM	TO	AMOUNT	REASON
Board of Trustees Discretionary Gift Fund (Restricted Fund)	Wick Avenue Enhancement Fund (Restricted Plant Fund)	\$800,000	To finance capital improvements along the Wick Avenue corridor, adjacent to the YSU campus.

**RESOLUTION TO APPROVE
GIVE BACK GO FORWARD PROGRAM**

WHEREAS, section 363.230 of House Bill 59 of the 130th General Assembly requires any waiver of fees for a student or class of students not otherwise permitted by law at a state-assisted institution of higher education be approved by the Ohio Board of Regents; and

WHEREAS, the Chancellor of Ohio Board of Regent has initiated and approved the Give Back Go Forward program, which includes a waiver of tuition; and

WHEREAS, Youngstown State University shall partner with the State of Ohio on this important endeavor by providing up to fifty (50) tuition waivers for 3-credit hour courses per academic year for eligible students.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the waiver of fees for eligible students participating in the State of Ohio's Give Back Go Forward program.