

**BOARD OF TRUSTEES
UNIVERSITY AFFAIRS COMMITTEE**

James E. "Ted" Roberts, Chair

David C. Deibel, Vice Chair

All Trustees are Members

James P. Tressel, *Ex-Officio*

**Tuesday, September 8, 2015
3:00 p.m. or immediately following
previous meeting**

**Tod Hall
Board Meeting Room**

AGENDA

- A. Disposition of Minutes for Meetings Held May 28, 2015; and July 14, 2015**
- B. Old Business**
 - 1. Resolution Regarding Terms and Conditions of Employment for Classified Employees Exempt from Collective Bargaining**
- C. Committee Items**
 - 1. University Affairs Action Items**
 - a. Resolution to Modify and Retitle Emeritus Status Policy, 3356-7-17** **Tab 1**
(Previous Policy Number 7003.01)
Kevin Reynolds, Chief Human Resources Officer, will report.
 - b. Resolution to Modify Drug-Free Environment Policy, 3356-7-20** **Tab 2**
(Previous Policy Number 7006.01)
Kevin Reynolds, Chief Human Resources Officer, will report.
 - c. Resolution to Ratify Personnel Actions** **Tab 3**
University policies require that the Chief Human Resources Officer provide a summary of appointments, promotions, and other personnel actions for faculty and professional/administrative staff, including intercollegiate athletics coaching positions, for April 22, 2015, through August 15, 2015. Personnel actions for faculty and professional/administrative staff are contingent upon approval of the Board of Trustees.
Kevin Reynolds, Chief Human Resources Officer, will report.

2. University Affairs Discussion Items

a. Report of Collective Bargaining and Negotiations Subcommittee

A verbal report of the Collective Bargaining and Negotiations Subcommittee will be presented. James E. "Ted" Roberts will report.

b. Report of Intercollegiate Athletics Subcommittee

A verbal report of the Intercollegiate Athletics Subcommittee will be presented. David C. Deibel will report.

c. Litigation Update

Holly Jacobs, Vice President and General Counsel, will provide a summary of litigation, personnel, and collective bargaining concerning YSU.

D. New Business

E. Adjournment

**RESOLUTION REGARDING TERMS AND CONDITIONS OF
EMPLOYMENT FOR CLASSIFIED EMPLOYEES
EXEMPT FROM COLLECTIVE BARGAINING**

WHEREAS, the Board of Trustees implemented the tentative Agreement with the Youngstown State University Association of Classified Employees (YSU-ACE) for the three-year period August 16, 2014 through August 15, 2017, which defines wages and other terms and conditions of employment for classified employees in the bargaining unit; and

WHEREAS, it is deemed to be equitable and in the best interest of the University to extend some of the provisions of the implemented working conditions to classified employees exempt from collective bargaining; and

WHEREAS, these provisions are in the areas of pay, leaves, vacation, retirement, insurance benefits and miscellaneous benefits;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Youngstown State University, that the following YSU-ACE collective bargaining agreement articles and/or sections be extended to classified employees who are exempt from collective bargaining: Article 3 (Pay) with the exception of Section 3.8; Article 15 (Leaves) with the exception of Sections 15.3, 15.19, 15.20 and 15.26; Article 17 (Vacation) except to the extent it is inconsistent with the O.R.C. Sections 9.44 and 124.131 regarding computation of prior service credit; Article 21 (Retirement); Article 22 (Insurance Benefits); and Article 27 (Miscellaneous) with the exception of Section 27.10.

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

AGENDA ITEM: C.1.a.

AGENDA TOPIC: Resolution to Modify and Retitle Emeritus Status Policy 3356-7-17
(Previous Policy Number 7003.01)

STAFF CONTACT(S): Kevin Reynolds, Chief Human Resources Officer

BACKGROUND: Policy 3356-7-17, Emeritus Status, is the University policy that establishes the process for conferring "Emeritus" status on faculty and staff.

SUMMARY AND ANALYSIS: This policy is a modification of an existing University policy. The policy was reviewed pursuant to the five (5) year policy review process. The policy format was updated and it was revised to clarify the process for obtaining approval of a recommendation for emeritus status. Additionally, the policy was clarified to make clear that tuition remission would be available in accordance with the level of the benefit at the time of application and in accordance with the policy of fee remission.

RESOLUTION:

**RESOLUTION TO MODIFY AND RETITLE
EMERITUS STATUS POLICY 3356-7-17
(PREVIOUS POLICY NUMBER 7003.01)**

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

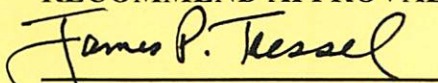
WHEREAS, this process can result in the modification of existing policies, the creation of new policies, or the deletion of policies no longer needed;

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 Emeritus Status policy has been reviewed pursuant to the five (5) 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 Emeritus Status, policy 3356-7-17 (previous policy number 7003.01) of the *University Guidebook*, to be retitled as Emeritus Status for Faculty and Professional/Administrative Staff, (Exempt and APAS) shown as Exhibit __ attached hereto. A copy of the policy indicating changes to be made is also attached.

RECOMMEND APPROVAL:


James P. Tressel, President

Board of Trustees Meeting
September 24, 2015
YR 2016-

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

Previous Policy Number: 7003.01
Responsible Division/Office: Human Resources
Responsible Officer: VP for ~~Finance and Administration~~ Legal Affairs and Human Resources
Revision History: November 1997; October 2010; September 2015
Board Committee: ~~Internal~~ University Affairs
Effective Date: ~~October 1, 2010~~ September 24, 2015
Next Review: ~~2015~~ 2020

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

of service (typically totaling more than ten years); the overall quality of that service; the contribution to the university; and the service to society beyond the university community.

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

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

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

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

service to society beyond the university community.

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

AGENDA ITEM: C.1.b.

AGENDA TOPIC: Resolution to Modify Drug-Free Environment Policy 3356-7-20 (Previous Policy Number 7006.01)

STAFF CONTACT(S): Kevin Reynolds, Chief Human Resources Officer

BACKGROUND: Policy 3356-7-20, Drug-Free Environment, is the University policy to create and maintain an environment which sustains the general health and well-being of students, employees and visitors. This policy prohibits the unlawful manufacture, distribution, dispensation, possession, sale or use of illicit drugs, controlled substances, and alcohol by any student, employee or visitor on University property, locations where University activities are being conducted or in the workplace.

SUMMARY AND ANALYSIS: This policy was revised in accordance with the five (5) year review cycle. This policy was modified to make it consistent with changes to the Collective Bargaining Agreements and universally approved testing site requirements. Other modifications include adding student organizations and volunteers into the scope and defining the type of testing to include pre-employment and random testing for safety-related employees, and ordered and reasonable suspicion testing for all employees. The policy also reiterates the requirement for notifying the University of an alcohol or drug-related conviction.

RESOLUTION:

**RESOLUTION TO MODIFY DRUG-FREE ENVIRONMENT POLICY 3356-7-20
(PREVIOUS POLICY NUMBER 7006.01)**

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

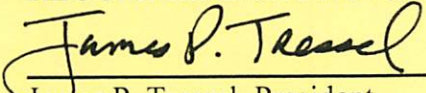
WHEREAS, this process can result in the modification of existing policies, the creation of new policies, or the deletion of policies no longer needed;

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 Drug-Free Environment policy has been reviewed pursuant to the five (5) 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 Drug-Free Environment, policy number 3356-7-20 (Previous Policy Number 7006.01) of the *University Guidebook*, shown as Exhibit __ attached hereto. A copy of the policy indicating changes to be made is also attached.

RECOMMEND APPROVAL:


James P. Tressel, President

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

3356-7-20 Drug-free environment.

Previous Policy Number: 7006.01
Responsible Division/Office: Human Resources
Responsible Officer: VP for [Legal Affairs and Human Resources](#)
Revision History: September 1998; December 2010; [September 2015](#)
Board Committee: [Internal University](#) Affairs
EFFECTIVE DATE: ~~December 15, 2010~~ [September 24, 2015](#)
Next Review: ~~2015~~ [2020](#)

- (A) Policy [statement](#). Youngstown ~~S~~state ~~U~~niversity (“university”) is [committed to creating a safe and healthy environment for its employees. The university prohibits the unlawful manufacture, distribution, dispensation, possession, sale or use of ~~illicit~~illegal drugs, controlled substances, intoxicants, and alcohol by any student, employee, organization \(including student organizations\), volunteer or visitor on University property premises, at any locations where University business is being conducted, as part of any University activities, in a university vehicle or in the workplace. Employees are prohibited from working and from operating any university vehicle or equipment while under the influence of alcohol or nonprescribed controlled substances. Employees using prescribed or over-the-counter medication are prohibited from operating university vehicles or equipment at any time when their ability to do so might be impaired by the medication. No passenger in a university vehicle may consume alcoholic beverages or use non-prescribed controlled substances while in the vehicle. All employees, students, and visitors are required to abide by this policy. Any failure to do so will result in disciplinary action against the violator and/or expulsion from University property.](#)
- (B) Purpose. ~~This~~ ~~ese procedures are~~ [policy is](#) designed to create and maintain an environment which sustains the general health and well-being of students, employees, and visitors and ~~also~~ to comply with the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989. The [authorized use of alcohol on University premises is governed by has university policy 3356-5-10, “Alcoholic beverages on campus.” also addressed this issue in the Conduct on Campus/Persona Non Grata Policy \(7022.01\). Violators may be ejected from University-owned or controlled property and subject to criminal prosecution and/or University discipline](#)^[WU2].

(C) Scope. This policy applies to all students, interns, faculty, employees (including student employees), volunteers, university visitors, third parties (unless otherwise noted), and any individual or organization using university premises or engaged in a university activity or program whether on or off campus.

(D) Definitions.

- (1) “University premise.” Any building or land (including parking lots) owned, leased or used by the university, including any site at which an employee is to perform work for the university.
- (2) “University vehicle or equipment.” Any vehicle or equipment owned, leased or operated by the university.
- (3) "Controlled substances." Include and are not limited to narcotics, depressants, stimulants, hallucinogens, cannabis, and any chemical compound added to federal or state regulations and denoted as a controlled substance.
- (4) “Illegal drugs.” A substance whose use or possession is controlled by federal or state law but is not being used or possessed under the supervision of a licensed health care professional.
- (5) “Intoxicant.” Any substance which can induce a condition of diminished mental and/or physical ability, excitement, irrational behavior or other physiological effects.
- (6) “Random testing.” Drug or alcohol testing that is conducted on employees chosen by random selection.
- (7) “Reasonable suspicion testing.” Testing based on specific, objective observations concerning the appearance, behavior, speech, or body odors of an employee, including but not limited to slurred speech; dilated or pinpoint pupils; drowsiness or sleepiness; unusual or rapid changes in mood; unexplained work errors; impaired manual dexterity, coordination, or ability to reason; diversion of medications or upon verification of a drug or alcohol-related conviction; and self-disclosure of selling or taking drugs or alcohol.

(8) “Refusal to consent.” Obstructing the collection or testing process; submitting an altered, adulterated, or substitute sample; failing to appear for a scheduled test; refusing to complete the requested testing forms; failing to promptly provide specimen(s) for testing when directed to do so and without a valid medical basis for the failure.

(E) Guidelines.

- (1) All faculty, staff, volunteers and student employees are required to report known or suspected violations of this policy to their supervisor, manager or an appropriate administrator.
- (2) This policy is subject to all applicable collective bargaining agreements and state law; however, no employee or bargaining unit may be exempted from application of this policy.
- (3) Information and records relating to positive test results, drug and alcohol dependencies and legitimate medical explanations provided by an employee or volunteer shall be kept confidential to the extent required by law and maintained in files separate from personnel files. Such records and information may only be disclosed among managers and supervisors on a need-to-know basis and may also be disclosed where relevant to a grievance, charge, claim or other legal proceeding.
- (4) Voluntary submission for treatment of substance abuse problems will not subject employees or volunteers to disciplinary action or sanctions; however, submission for treatment shall not serve as a substitute for disciplinary action or sanction under this or any other university policy.
- (5) Any employee, volunteer or visitor who observes an individual unlawfully manufacturing, distributing, dispensing, using or possessing alcohol or possessing controlled substances on university premises shall be reported immediately to the university police. Off-site university programs or activities should contact campus police, security and/or local law enforcement.

(F) Procedures.

- ~~(1) — At least once per year, the university will publish and distribute this policy and its procedures, along with additional information as required by the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989, to each student and employee.~~
- ~~(2) — Throughout the academic year, the University will conduct alcohol and drug abuse prevention programs for students and employees.~~
- ~~(3) — Students violating this policy will be subject to disciplinary action in accordance with “The Code of Student Rights, Responsibilities, and Conduct,” as published in *Penguin Playbook* (Student Handbook). Sanctions may include warning, probation, suspension, expulsion, or referral for prosecution.~~
- ~~(4) — Employees violating this policy will be subject to disciplinary action in accordance with applicable collective bargaining agreements and/or other University policies and procedures. Sanctions may include warning, reprimand, suspension, removal or termination, or referral for prosecution. Employees violating this policy may also be required to participate in a drug or alcohol abuse assistance or rehabilitation program.~~
- ~~(5) — Any employee convicted of a criminal drug statute violation occurring in the workplace is required to notify his/her supervisor of such conviction within five days of conviction. Upon such notification, the supervisor must immediately notify the Office of Human Resources of the same. Within thirty days of such notice, the University will take appropriate personnel action against the employee or require the employee’s participation in a drug abuse assistance or rehabilitation program.~~
- ~~(6) — When the convicted employee is employed in a unit of the University that is responsible for the performance of a federal grant or contract, the Office of Human Resources will notify the federal agency sponsoring the grant or contract within ten days after notification of the employee’s conviction.~~

~~(7) — Employees, students, or visitors who violate this policy may be subject to the Conduct on Campus/Persona Non Grata Policy; 7022.01~~

- (1) Consistent with this policy, the office of human resources shall:
 - (a) Develop procedures for the implementation and monitoring of a drug and alcohol testing program which may include contracting with outside entities to provide testing services;
 - (b) Inform all employees of the drug-free environment policy upon employment and insure that the policy is accessible to all employees on the human resources website;
 - (c) Provide access to training for supervisors and managers; and
 - (d) Provide information on resources available through the university's employee assistance program ("EAP").
- (2) Consistent with this policy, the office of student experience shall:
 - (a) Annually inform students of the university's drug-free environment policy;
 - (b) Provide alcohol and drug abuse awareness programing for students.
- (3) Drug/alcohol testing.
 - (a) Pre-employment testing. Applicants for specific safety-related and other designated positions at the university will be drug/alcohol tested after receiving a final offer of employment and prior to beginning work. Applicants will be notified at the time of application that testing for drugs is a requirement of the employment process. Offers of employment are contingent on successfully passing a drug/alcohol test.
 - (b) Random testing. Performed for safety-related and other designated positions as required by law and pursuant to individual agreements. Employees in this group are subject to random testing as a condition of continued employment.

- (c) Ordered Testing. With the approval of the office of human resources, departments or units within the university can establish testing standards that are more rigorous than outlined in this policy (such testing is typically required by federal regulations, licensure boards, and other legal or regulatory entities).
- (d) Reasonable suspicion testing.
- (i) Reasonable suspicion testing may be ordered by a supervisor, chair or other university administration only in consultation with the office of human resources/employee and labor relations officer.
- (ii) If the supervisor or manager is unclear that testing is merited, they should consult with the office of human resources/employee and labor relations officer.
- (iii) Where reasonable suspicion exists, the employee or volunteer shall be immediately relieved of duty pending the outcome of the testing. After an employee is sent for testing, the employee should be placed on administrative leave until further actions are taken.
- (iv) Failure of a manager or supervisor to receive training on this policy shall not invalidate otherwise proper reasonable suspicion testing.
- (v) Individuals testing positive should be referred to the university employee assistance program (EAP) for evaluation. The evaluation will determine and recommend if substance abuse treatment or education is appropriate and/or necessary. Employee and labor relations will review the recommendation and may determine that treatment is a requirement for any

current employee who has an alcohol or drug problem that affects job performance.

(e) Post-rehabilitation testing. When an employee has had a confirmed positive test result or has been sent to a drug dependency program at the request of the university and will remain as a university employee, then as condition of continued employment, the employee will be required to take and pass a follow-up drug test or tests during a period of up to two years after the employee's return to work.

(G) Self-disclosure of conviction by employee.

- (1) Consistent with this policy and as required by the Drug Free Workplace Act of 1988, all employees, faculty, staff and volunteers are required to notify their immediate supervisor within five calendar days after any alcohol or drug related conviction or finding of guilt, including a plea of nolo contendere occurring in the workplace. When a supervisor is so notified by an employee, the supervisor shall immediately notify the chief human resources officer.
- (2) Within thirty days of such notice, the university will take appropriate personnel action against the employee, which may include corrective action, random testing requirements, notification of an appropriate licensing authority, and required participation in a drug abuse assistance or rehabilitation program.
- (3) If the self-disclosure is from an employee engaged in the performance of work under a federal grant or contract, the supervisor shall notify the associate vice president for research. The associate vice president for research shall notify the federal agency sponsoring the grant or contract within ten days after notification of the employee's conviction.

(H) Sanctions for violation or noncompliance.

- (1) A refusal to consent to testing shall be considered as a violation of this policy.

- (2) Corrective action may include discipline up to and including termination, required participation in an evaluation by EAP and/or follow through with an education/treatment program. If an employee refuses to participate or does not satisfactorily complete a required education/treatment program, the employee may be subject to corrective action up to and including termination.
- (3) Students violating this policy will be subject to disciplinary action in accordance with “The Code of Student Rights, Responsibilities, and Conduct” (“The Code”), sanctions may include warning, probation, suspension, expulsion, or referral for prosecution.
- (4) Employees violating this policy will be subject to disciplinary action in accordance with applicable collective bargaining agreements and/or other university policies and procedures. Sanctions may include warning, reprimand, suspension, removal or termination, or referral for prosecution. Employees violating this policy may also be required to participate in a drug or alcohol abuse assistance or rehabilitation program.
- (5) Employees, students, volunteers and visitors who violate this policy may be prohibited from accessing university premises, services, programs or events (see rule 3356-7-45, “Persona non grata”).

3356-7-20 Drug-free environment.

Previous Policy Number: 7006.01
Responsible Division/Office: Human Resources
Responsible Officer: VP for Legal Affairs and Human Resources
Revision History: September 1998; December 2010; September 2015
Board Committee: University Affairs
EFFECTIVE DATE: September 24, 2015
Next Review: 2020

- (A) Policy statement. Youngstown state university (“university”) is committed to creating a safe and healthy environment for its employees. The university prohibits the unlawful manufacture, distribution, dispensation, possession, sale or use of illegal drugs, controlled substances, intoxicants, and alcohol by any student, employee, organization (including student organizations), volunteer or visitor on university premises, at any location where university business is being conducted, as part of any university activity, in a university vehicle, or in the workplace. Employees are prohibited from working and from operating any university vehicle or equipment while under the influence of alcohol or non-prescribed controlled substances. Employees using prescribed or over-the-counter medication are prohibited from operating university vehicles or equipment at any time when their ability to do so might be impaired by the medication. No passenger in a university vehicle may consume alcoholic beverages or use non-prescribed controlled substances while in the vehicle
- (B) Purpose. This policy is designed to create and maintain an environment which sustains the general health and well-being of students, employees, and visitors and to comply with the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989. The authorized use of alcohol on university premises is governed by university policy 3356-5-10, “Alcoholic beverages on campus.”
- (C) Scope. This policy applies to all students, interns, faculty, employees (including student employees), volunteers, university visitors, third parties (unless otherwise noted), and any individual or organization using university premises or engaged in a university activity or program whether on or off campus.

(D) Definitions.

- (1) “University premise.” Any building or land (including parking lots) owned, leased or used by the university, including any site at which an employee is to perform work for the university.
- (2) “University vehicle or equipment.” Any vehicle or equipment owned, leased or operated by the university.
- (3) “Controlled substances.” Include and are not limited to narcotics, depressants, stimulants, hallucinogens, cannabis, and any chemical compound added to federal or state regulations and denoted as a controlled substance.
- (4) “Illegal drugs.” A substance whose use or possession is controlled by federal or state law but is not being used or possessed under the supervision of a licensed health care professional.
- (5) “Intoxicant.” Any substance which can induce a condition of diminished mental and/or physical ability, excitement, irrational behavior or other physiological effects.
- (6) “Random testing.” Drug or alcohol testing that is conducted on employees chosen by random selection.
- (7) “Reasonable suspicion testing.” Testing based on specific, objective, observations concerning the appearance, behavior, speech, or body odors of an employee, including but not limited to slurred speech; dilated or pinpoint pupils; drowsiness or sleepiness; unusual or rapid changes in mood; unexplained work errors; impaired manual dexterity, coordination, or ability to reason; diversion of medications or upon verification of a drug or alcohol-related conviction; and self-disclosure of selling or taking drugs or alcohol.
- (8) “Refusal to consent.” Obstructing the collection or testing process; submitting an altered, adulterated, or substitute sample; failing to appear for a scheduled test; refusing to complete the requested testing forms; failing to promptly provide specimen(s) for testing when directed to do so and without a valid medical basis for the failure.

(E) Guidelines.

- (1) All faculty, staff, volunteers and student employees are required to report known or suspected violations of this policy to their supervisor, manager or an appropriate administrator.
- (2) This policy is subject to all applicable collective bargaining agreements and state law; however, no employee or bargaining unit may be exempted from application of this policy.
- (3) Information and records relating to positive test results, drug and alcohol dependencies and legitimate medical explanations provided by the an employee or volunteer shall be kept confidential to the extent required by law and maintained in files separate form personnel files. Such records and information may only be disclosed among managers and supervisors on a need-to-know basis and may also be disclosed where relevant to a grievance, charge, claim or other legal proceeding.
- (4) Voluntary submission for treatment of substance abuse problems will not subject employees or volunteers to disciplinary action or sanctions; however submission for treatment shall not serve as a substitute for disciplinary action or sanction under this or any other university policy.
- (5) Any employee, volunteer or visitor who observes an individual unlawfully manufacturing, distributing, dispensing, using or possessing alcohol or possessing controlled substances on university premises shall be reported immediately to the university police. Off-site university programs or activities should contact campus police, security and/or local law enforcement.

(F) Procedures.

- (1) Consistent with this policy, the office of human resources shall:
 - (a) Develop procedures for the implementation and monitoring of a drug and alcohol testing program which may include contracting with outside entities to provide testing services;

- (b) Inform all employees of the drug-free environment policy upon employment and insure that the policy is accessible to all employees on the human resources website;
 - (c) Provide access to training for supervisors and managers; and;
 - (d) Provide information on resources available through the university's employee assistance program (EAP).
- (2) Consistent with this policy, the office of student experience shall:
- (a) Annually inform students of the university's drug-free environment policy;
 - (b) Provide alcohol and drug abuse awareness programming for students.
- (3) Drug/alcohol testing.
- (a) Pre-employment testing. Applicants for specific safety-related and other designated positions at the university will be drug/alcohol tested after receiving a final offer of employment and prior to beginning work. Applicants will be notified at the time of application that testing for drugs is a requirement of the employment process. Offers of employment are contingent on successfully passing a drug/alcohol test.
 - (b) Random testing. Performed for safety-related and other designated positions as required by law and pursuant to individual agreements. Employees in this group are subject to random testing as a condition of continued employment.
 - (c) Ordered Testing. With the approval of the office of human resources, departments or units within the university can establish testing standards that are more rigorous than outlined in this policy (such testing is typically required by federal

regulations, licensure boards, and other legal or regulatory entities).

- (d) Reasonable suspicion testing.
 - (i) Reasonable suspicion testing may be ordered by a supervisor, chair or other university administration only in consultation with the office of human resources/employee and labor relations officer.
 - (ii) If the supervisor or manager is unclear that testing is merited, they should consult with the office of human resources/employee and labor relations officer.
 - (iii) Where reasonable suspicion exists, the employee or volunteer shall be immediately relieved of duty pending the outcome of the testing. After an employee is sent for testing, the employee should be placed on administrative leave until further actions are taken.
 - (iv) Failure of a manager or supervisor to receive training on this policy shall not invalidate otherwise proper reasonable suspicion testing.
 - (v) Individuals testing positive should be referred to the university employee assistance program (“EAP”) for evaluation. The evaluation will determine and recommend if substance abuse treatment or education is appropriate and/or necessary. Employee and labor relations will review the recommendation and may determine that treatment is a requirement for any current employee who has an alcohol or drug problem that affects job performance.
- (e) Post-rehabilitation testing. When an employee has had a confirmed positive test result or has been sent to a drug

dependency program at the request of the university and will remain as a university employee, then as a condition of continued employment, the employee will be required to take and pass a follow-up drug test or tests during a period of up to two-years after the employee's return to work.

(G) Self-disclosure of conviction by employee.

- (1) Consistent with this policy and as required by the Drug Free Workplace Act of 1988, all employees, faculty, staff and volunteers are required to notify their immediate supervisor within five calendar days after any alcohol or drug related conviction or finding of guilt including a plea of nolo contendere occurring in the workplace. When a supervisor is so notified by an employee, the supervisor shall immediately notify the chief human resources officer.
- (2) Within thirty days of such notice, the university will take appropriate personnel action against the employee which may include corrective action, random testing requirements, notification of an appropriate licensing authority, and required participation in a drug abuse assistance or rehabilitation program.
- (3) If the self-disclosure is from an employee engaged in the performance of work under a federal grant or contract the supervisor shall notify the associate vice president for research. The associate vice president for research shall notify the federal agency sponsoring the grant or contract within ten days after notification of the employee's conviction.

(H) Sanctions for violation or non-compliance.

- (1) A refusal to consent to testing shall be considered as a violation of this policy.
- (2) Corrective action may include discipline up to and including termination, required participation in an evaluation by EAP and/or follow through with an education/treatment program. If an employee refuses to participate or does not satisfactorily complete a required

education/treatment program, the employee may be subject to corrective action up to and including termination.

- (3) Students violating this policy will be subject to disciplinary action in accordance with “The Code of Student Rights, Responsibilities, and Conduct” (“The Code”). Sanctions may include warning, probation, suspension, expulsion, or referral for prosecution.
- (4) Employees violating this policy will be subject to disciplinary action in accordance with applicable collective bargaining agreements and/or other university policies and procedures. Sanctions may include warning, reprimand, suspension, removal or termination, or referral for prosecution. Employees violating this policy may also be required to participate in a drug or alcohol abuse assistance or rehabilitation program.
- (5) Employees, students, volunteers and visitors who violate this policy may be prohibited from accessing university premises, services, programs or events (see rule 3356-7-45, “Persona non grata”).

AGENDA ITEM: C.1.c.

AGENDA TOPIC: Resolution to Ratify Personnel Actions

STAFF CONTACT(S): Kevin Reynolds, Chief Human Resources Officer

BACKGROUND: The Board of Trustees of Youngstown State University shall employ, fix the compensation of, and remove the president and such professors, teachers, and other employees as may be deemed necessary. The Board shall do all things necessary for the creation, proper maintenance, and successful continuous operation of the University.

SUMMARY AND ANALYSIS: The Chief Human Resources Officer will prepare and submit a summary of all personnel actions (i.e., appointments, promotions, reclassifications, transfers, demotions, salary adjustments and separations) to the University Affairs Committee for recommendation for approval by the Board of Trustees. Approval is required for personnel actions for faculty and professional/administrative staff, including intercollegiate athletics coaching positions, for April 22, 2015, through August 15, 2015.

RESOLUTION:

**RESOLUTION TO RATIFY
PERSONNEL ACTIONS**

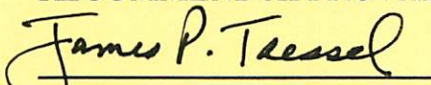
WHEREAS, the *Policies of the Board of Trustees* authorize the President to manage the University, including appointing such employees as are necessary to effectively carry out the operation of the University and any other necessary personnel actions; and

WHEREAS, new appointments and other personnel actions have been made subsequent to the June 17, 2015, meeting of the Board of Trustees; and

WHEREAS, such personnel actions are in accordance with the 2015-2016 Budget and with the University policy on Equal Employment Opportunity;

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

RECOMMEND APPROVAL:


James P. Tressel, President

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

SUMMARY OF PERSONNEL ACTIONS
Professional Administrative and Faculty Employees
4/22/15 through 8/15/15

Appointments – 42

New Positions – 11

- Professional Administrative Staff – 1
- Professional Administrative Excluded – 1
- Professional Administrative Externally Funded – 2
- Faculty – 7

Replacement Positions – 31

- Professional Administrative Staff – 1
- Professional Administrative Excluded – 10
- Professional Administrative Externally Funded – 4
- Faculty – 16

Separations – 49

- Professional Administrative Staff – 6
- Professional Administrative Excluded – 7
- Professional Administrative Externally Funded – 1
- Faculty – 35

Reclassifications – 12

- Professional Administrative Staff – 3
- Professional Administrative Excluded – 9

Promotions – 29

- Professional Administrative Excluded – 3
- Professional Administrative Externally Funded – 1
- Faculty – 25

Transfers – 7

- Professional Administrative Staff – 3
- Professional Administrative Excluded – 2
- Professional Administrative Externally Funded – 2

Salary Adjustments – 8

- Professional Administrative Excluded – 5
- Faculty – 3

Displacements – 0

Layoffs – 0

YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE AND FACULTY
PERSONNEL ACTIONS 4/22/15 THROUGH 8/15/15
APPOINTMENTS

EMPLOYEE NAME	EMPLOYEE		DEPARTMENT	CONTRACT/ APPOINTMENT		
	TYPE	POSITION TITLE		DATES	FTE	SALARY
Eric McLellan	APAS	Manager, Athletic Ticket Operations	Athletics	5/1/2015	1.000	\$ 45,000.00
Sheryl Schuff	APAS	Manager, Athletic Ticket Operations	Athletics	6/8/2015	1.000	\$ 47,000.00
Jodie Bock	Externally Funded	Instruction Specialist 1	Rich Center for Autism	6/1/2015	1.000	\$ 21,175.00
Mona Bozick	Externally Funded	Coordinator, Events Management	Rich Center for Autism	8/3/2015	0.750	\$ 24,750.00
Colleen Clayton-Dippolito	Externally Funded	Coordinator	English	8/10/2015	0.750	\$ 28,275.00
Jodi Cummings	Externally Funded	Internship Advisor	Dean - Stem	7/1/2015	0.50	\$ 16,000.00
Joshua Mickels	Externally Funded	Instruction Specialist 1	Rich Center for Autism	6/1/2015	1.000	\$ 21,175.00
Michael Morley	Externally Funded	OPMIC Project Manager	Dean - Stem	7/22/2015	0.500	\$ 18,000.00
Erica Pitts	Externally Funded	Instruction Specialist 1	Rich Center for Autism	1/5/2015	0.625	\$ 13,234.38
Patricia Veisz	Externally Funded	Temporary Director	WCBA	7/1/2015	1.000	\$ 73,569.00
Kelsey Hyunyadi-Coll	Excluded	Assistant Soccer Coach	Athletics	4/20/2015	1.000	\$ 33,916.00
Benjamin Iannacchione	Excluded	Head Strength & Conditioning Coach	Athletics	5/16/2015	1.000	\$ 40,265.00
Teonna Jewell	Excluded	Assistant Women's Basketball Coach -Director of Operations	Athletics	6/1/2015	1.000	\$ 26,750.00
Tyler Lippert	Excluded	Assistant Track Field Throws Coach	Athletics	8/3/2015	1.000	\$ 32,848.00
Emily Mach	Excluded	Manager, Scholarships & Special Programs	Office of Financial Aid & Scholarships	6/29/2015	1.000	\$ 43,372.00
Marcie Patton	Excluded	Manager, Compensation & Benefits	Human Resources	7/20/2015	1.000	\$ 82,000.00

**YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE AND FACULTY
PERSONNEL ACTIONS 4/22/15 THROUGH 8/15/15
APPOINTMENTS**

EMPLOYEE		CONTRACT/ APPOINTMENT				
EMPLOYEE NAME	TYPE	POSITION TITLE	DEPARTMENT	DATES	FTE	SALARY
Lucas Politsky	Excluded	Coordinator - Temporary	Career Services	5/16/2015	1.000	\$ 42,767.00
Brett Rovnyak	Excluded	Academic Advisor - Temporary	Dean's Office STEM	5/1/2015	1.000	\$ 43,000.00
Julie Seitz	Excluded	Director	Mathematics & Statistics	8/12/2015	1.000	\$ 48,363.00
Rollen Smith	Excluded	Assistant Football Coach, Director of Operations	Athletics	6/1/2015	0.250	\$ 7,140.00
Cindy Tesch	Excluded	Associate Director Student Conduct	Student Experience	7/27/2015	1.000	\$ 55,000.00
Kathleen Aspiranti	Faculty	Assistant Professor	Counseling, Special Education & School Psychology	8/12/2015	1.000	\$ 65,000.00
Cara A. Carramusa	Faculty	Instructor	Physical Therapy	8/12/2015	1.000	\$ 67,000.00
Ronald Chordas	Faculty	Assistant Professor	Health Professions	8/12/2015	1.000	\$ 51,238.00
Louis Harris	Faculty	Assistant Professor	Health Professions	8/12/2015	1.000	\$ 51,238.00
Carrie Jackson	Faculty	Assistant Professor	Counseling, Special Education & School Psychology	8/12/2015	1.000	\$ 65,000.00
James Juergensen	Faculty	Assistant Professor	Psychology	8/12/2015	1.000	\$ 51,238.00
Jai K. Jung	Faculty	Assistant Professor	Civil/Environmental and Chemical Engineering	8/14/2015	1.000	\$ 64,333.00
Lisbeth K. Justice	Faculty	Assistant Professor	Psychology	8/12/2015	1.000	\$ 51,238.00
Julie Kalina-Hammond	Faculty	Instructor	Social Work	8/12/2015	1.000	\$ 40,000.00
Lillian L. Lewis	Faculty	Assistant Professor	Art/Teacher Education	8/12/2015	1.000	\$ 51,238.00
Stephan Moldovan	Faculty	Assistant Professor	Mechanical and industrial Engineering	8/12/2015	1.000	\$ 60,000.00

**YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE AND FACULTY
PERSONNEL ACTIONS 4/22/15 THROUGH 8/15/15
APPOINTMENTS**

EMPLOYEE		CONTRACT/ APPOINTMENT				
EMPLOYEE NAME	TYPE	POSITION TITLE	DEPARTMENT	DATES	FTE	SALARY
Ruth Palich	Faculty	Assistant Professor	Health Professions	8/12/2015	1.000	\$ 51,238.00
William Pallante	Faculty	Instructor	Marketing	8/12/2015	1.000	\$ 75,000.00
Gregory C. Rocheleau	Faculty	Assistant Professor	Sociology, Anthropology and Gerontology	8/12/2015	1.000	\$ 56,000.00
John Rossi	Faculty	Instructor	Marketing	8/12/2015	1.000	\$ 65,000.00
Wallace J. Salkauski	Faculty	Assistant Professor	Foreign Languages and Literatures	8/12/2015	1.000	\$ 51,238.00
Joseph S. Sanson	Faculty	Assistant Professor	School of Technology	8/12/2015	1.000	\$ 58,250.00
Suzanne Smith	Faculty	Assistant Professor	Health Professions	8/12/2015	1.000	\$ 53,530.00
Ying Joy Tang	Faculty	Instructor	Psychology	8/12/2015	1.000	\$ 51,238.00
Jessica Wallace	Faculty	Instructor	Human Performance & Exercise Science	8/12/2015	1.000	\$ 51,238.00
Anthony Viviano	Faculty	Instructor	Mechanical and Industrial Engineering	8/14/2015	1.000	\$ 59,384.00

**YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE AND FACULTY
PERSONNEL ACTIONS 4/22/15 THROUGH 8/15/15
SEPARATIONS**

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	DATE OF SEPARATION	FTE	SALARY
Ashley Booth	APAS	Manager	Ticket Office Dean Health & Human Services	5/15/2015	1.00	\$43,331.64
Sally Kenney	APAS	Senior Academic Advisor	Services	6/30/2015	1.00	\$73,019.76
Sharon Mika	APAS	Assistant Director of Transfer	Undergraduate Admissions	6/30/2015	1.00	\$57,600.42
Melvin North	APAS	Program Developer Coordinator	University Outreach	6/30/2015	1.00	\$62,916.66
Corinne Ruby	APAS	Assistant Coordinator	Math Assistance Center	6/30/2015	0.50	\$18,421.20
Sharon Shanks	APAS	Planetarium Lecturer	Ward Beecher Planetarium	6/30/2015	1.00	\$54,186.48
Kevin Carmody	Excluded	Associate Director	Student Success	6/15/2015	1.00	\$56,100.00
Michael Cochran	Excluded	Head Coach Strength and Conditioning	Training Room Center for Urban & Regional Studies	5/31/2015	1.00	\$70,529.94
Ronald Chordas	Excluded	Executive Director	Studies	8/11/2015	1.000	\$125,238.66
Matthew Novotny	Excluded	Executive Director	Kilcawley Center Grants & Sponsored Programs	6/30/2015	1.00	\$107,916.00
Edward Orona	Excluded	Director	Programs	8/5/2015	1.00	\$85,184.28
Brent Shelby	Excluded	Assistant Coach Track & Field	Athletic Administration Marketing & Communications	6/15/2015	1.00	\$32,848.00
Mark VanTilburg	Excluded	Executive Director	Communications	6/30/2015	1.00	\$97,605.84
Beth Maurice	Externally Funded	Lead Instruction Specialist	Rich Center Civil/Environmental & Chemical Engineering	6/15/2015	1.00	\$25,675.00
Javed Alam	Faculty	Professor	Foreign Languages and Literatures	5/12/2015	1.00	\$108,135.00
Servio Becerra	Faculty	Professor	Literatures	6/29/2015	1.00	\$87,194.70

**YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE AND FACULTY
PERSONNEL ACTIONS 4/22/15 THROUGH 8/15/15
SEPARATIONS**

EMPLOYEE						DATE OF		
EMPLOYEE NAME	TYPE	POSITION TITLE	DEPARTMENT	SEPARATON	FTE	SALARY		
Robert Beebe	Faculty	Professor	EFRTL	6/30/2015	1.00	\$128,196.66		
Azadeh Block	Faculty	Assistant Professor	Social Work	8/7/2015	1.00	\$52,263.00		
			Counseling, Special Education, & School					
Kyoung Mi Choi	Faculty	Assistant Professor	Psychology	8/9/2015	1.00	\$52,262.76		
			Foreign Languages and Literatures					
Herve Corbe	Faculty	Assistant Professor	Literatures	6/30/2015	1.00	\$82,189.56		
Kristen Dugan	Faculty	Assistant Professor	Health Professions	8/11/2015	1.00	\$52,262.76		
			Counseling, Special Education, & School					
Audrey Ellenwood	Faculty	Associate Professor	Psychology	5/12/2015	1.00	\$64,215.00		
			Computer Science and Information Systems					
Richard Gaydos	Faculty	Assistant Professor	Information Systems	5/15/2015	1.00	\$97,360.00		
John George	Faculty	Assistant Professor	School of Technology	5/12/2015	1.00	\$60,095.00		
Suzanne Giuffre	Faculty	Associate Professor	Physical Therapy	6/30/2015	1.00	\$87,619.02		
Beverly Gray	Faculty	Professor	Psychology	5/31/2015	1.00	\$88,354.44		
Meggan Hartzog	Faculty	Instructor	Teacher Education	6/18/2015	1.00	\$38,689.00		
Scott Irelan	Faculty	Associate Professor and Chair	Theater and Dance	6/30/2015	1.00	\$83,125.00		
Molly Jameson-Cox	Faculty	Assistant Professor	Psychology	8/10/2015	1.00	\$57,007.80		
Louis Katz	Faculty	Professor	Management	6/30/2015	1.00	\$101,925.54		
			Civil/Environmental & Chemical Engineering					
Susheel Kolwalkar	Faculty	Assistant Professor	Chemical Engineering	5/12/2015	1.00	\$60,000.00		
Robert Larkin	Faculty	Instructor	Social Work	5/12/2015	1.00	\$40,000.00		
Karen Lee	Faculty	Assistant Professor	English	8/11/2015	1.00	\$52,262.76		
Robert Leipheimer	Faculty	Professor	Biological Sciences	6/30/2015	1.00	\$90,340.38		

**YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE AND FACULTY
PERSONNEL ACTIONS 4/22/15 THROUGH 8/15/15
SEPARATIONS**

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	DATE OF SEPARATION	FTE	SALARY
Alyssa Lenhoff	Faculty	Assistant Professor	English	8/11/2015	1.00	\$64,215.00
Christopher Mattheus	Faculty	Assistant Professor	Geological & Environmental Science	8/1/2015	1.00	\$58,000.00
Alton Merrell	Faculty	Assistant Professor	Dana School of Music	8/11/2015	1.00	\$51,238.00
Anthony Messuri	Faculty	Professor	School of Technology	5/15/2015	1.00	\$102,699.00
Howard Mettee	Faculty	Professor	Chemistry	5/12/2015	1.00	\$125,109.12
Tedrow Perkins	Faculty	Professor	Dana School of Music	5/12/2015	1.00	\$87,993.36
Thomas Pittman	Faculty	Instructor	English	5/12/2015	1.00	\$40,629.00
Cassandra Pusateri	Faculty	Assistant Professor	Counseling, Special Education, & School Psychology	8/10/2015	1.00	\$55,000.00
Thomas Rakestraw	Faculty	Associate Professor	Management	6/30/2015	1.00	\$97,007.00
Raymond Shaffer	Faculty	Professor and Chair	Accounting and Finance	6/30/2015	1.00	\$135,911.00
James Tackett	Faculty	Professor	Accounting and Finance	5/31/2015	1.00	\$126,012.84
John Usis	Faculty	Professor	Biological Sciences	6/30/2015	1.00	\$85,748.34
Maureen Vendemia	Faculty	Professor	Health Professions	6/30/2015	1.00	\$90,423.00
Victor Wan-Tatah	Faculty	Professor	Philosophy and Religious Studies	6/30/2015	1.00	\$8,738,034.00
Melinda Wolford	Faculty	Assistant Professor	Counseling, Special Education, & School Psychology	5/12/2015	1.00	\$65,000.00

**YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE AND FACULTY
PERSONNEL ACTIONS 4/22/15 THROUGH 8/15/15
RECLASSIFICATIONS**

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	FTE	NEW SALARY	PREVIOUS SALARY
Heather Belgin	APAS	Assistant Director Alumni Engagement	Development	4/1/2015	0.75	\$ 40,559.31	\$ 38,627.91
Mary Lou Castner	APAS	Coordinator Financial Systems	Controller's Office	7/31/2015	1.00	\$ 69,347.20	\$ 69,347.20
Alycia Sutherin	APAS	Grant Funds Coordinator	Controller's Office	7/31/2015	1.00	\$ 43,372.00	\$ 41,662.40
Cynthia Bell	Excluded	Executive Assistant to the President	President	7/1/2015	1.00	\$ 62,831.00	\$ 58,176.72
Amy Cossentino	Excluded	Director University Scholars & Honors Programs	President	7/1/2015	1.00	\$ 79,097.00	\$ 71,906.32
Rosalyn Donaldson	Excluded	Manager Training & Development	Human Resources	7/1/2015	1.00	\$ 58,344.00	\$ 44,880.00
Sylvia Imler	Excluded	Executive Director	Multicultural Affairs	7/1/2015	1.00	\$ 95,000.00	\$ 85,999.26
Holly Jacobs	Excluded	Vice President Legal Affairs and HR	General Counsel	7/1/2015	1.00	\$ 150,000.00	\$ 138,386.46
Jennifer Lewis	Excluded	Director, Talent Acquisition, Processing & Employee Records	Human Resources	1/1/2015	1.00	\$ 82,000.00	\$ 67,320.00
Greg Morgione	Excluded	Associate General Counsel Liaison	General Counsel	7/1/2015	1.00	\$ 110,000.00	\$ 102,423.30
Ross Morrone	Excluded	Director of Marketing Associate Vice President	Marketing and Communications	7/1/2015	1.00	\$ 64,544.00	\$ 54,544.50
Shannon Tirone	Excluded	University Relations	University Relations	7/1/2015	1.00	\$ 110,000.00	\$ 96,900.00

**YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE AND FACULTY
PERSONNEL ACTIONS 4/22/15 THORUGH 8/15/15
PROMOTIONS**

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	CONTRACT		
				APPT. DATES	NEW FTE SALARY	PREVIOUS SALARY
Olivia Cupp	Excluded	Associate Director of Housing Director Community Engagement & Events	Housing & Residence Life	8/1/2015	1.00 \$ 48,395.00	\$ 28,179.54 \$37588.02
Lori Factor	Excluded		Performing Arts Series College of Creative Arts & Communication	5/1/2015	1.00 \$ 63,000.00	(.75 FTE)
Cary Wecht	Excluded	Associate Dean CFPA/Professor Associate Director of Development	Rich Center	8/12/2015	1.00 \$ 97,364.10	\$ 92,264.10
Bergen Giordani	PA Externally Funded	Professor	Art	7/1/2015	1.00 \$ 50,000.00	\$ 36,000.00
Samuel Adu-Poku	Faculty	Professor	English	8/12/2015	1.00 \$ 76,763.80	\$ 70,954.26
Corey E. Andrews	Faculty	Professor	Criminal Justice & Forensic Sciences	8/12/2015	1.00 \$ 75,674.00	\$ 65,817.54
Christopher M. Bellas	Faculty	Associate Professor		8/12/2015	1.00 \$ 64,215.00	\$ 52,262.76
Stephen Chalmers	Faculty	Associate Professor	Art	8/12/2015	1.00 \$ 64,215.00	\$ 54,060.00
Jeffrey Coldren	Faculty	Professor and Chair	Psychology Civil Environmental & Chemical Engineering	7/1/2015	1.00 \$ 99,226.63	\$ 81,080.82
Pedro Cortes	Faculty	Associate Professor	Teacher Education	8/12/2015	1.00 \$ 70,563.00	\$ 66,300.00
Lauren Cummins	Faculty	Professor		8/12/2015	1.00 \$ 75,674.00	\$ 66,138.00
Michael K. Jerryson	Faculty	Associate Professor	Philosophy & Religious Studies	8/12/2015	1.00 \$ 64,215.00	\$ 53,738.00
Carl G. Johnston	Faculty	Professor	Biological Sciences	8/12/2015	1.00 \$ 75,674.00	\$ 68,656.20
Robert J. Korenic	Faculty	Associate Professor	School of Technology Educational Foundation, Research Techology & Leadership	8/12/2015	1.00 \$ 64,215.00	\$ 59,160.00
Karen H. Larwin	Faculty	Associate Professor		8/12/2015	1.00 \$ 65,412.00	\$ 61,200.00
Joseph P. Lyons	Faculty	Associate Professor	Health Professions	8/12/2015	1.00 \$ 65,412.00	\$ 61,200.00

**YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE AND FACULTY
PERSONNEL ACTIONS 4/22/15 THROUGH 8/15/15
TRANSFERS**

EMPLOYEE NAME	EMPLOYEE		DEPARTMENT	CONTRACT/ APPOINTMENT		FTE	SALARY
	TYPE	POSITION TITLE		DATES			
Ed Goist	APAS	Coordinator of Alumni Engagement	Alumni Engagement	7/1/2015	1.00	\$ 60,000.00	
Mollie Hartup	APAS	Assistant Director University Events	University Events	7/1/2015	1.00	\$ 52,430.04	
James Stipetich	APAS	Academic Advisor	STEM	5/1/2015	1.00	\$ 39,316.92	
Catherine Cala	Excluded	Director of Alumni Engagement	Alumni Engagement	7/1/2015	1.00	\$ 71,283.72	
Jacquelyn LeViseur	Excluded	Director of University Events	University Events	4/1/2015	1.00	\$ 65,528.26	
Elizabeth Cianciola	Externally Funded	Research Associate I	Dean - Education	8/1/2015	1.00	\$ 32,640.00	
Ricky George	Externally Funded	Associate Director	Dean - Education	8/1/2015	1.00	\$ 54,035.82	

**YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE AND FACULTY
PERSONNEL ACTIONS 4/22/15 THROUGH 8/15/15
SALARY ADJUSTMENTS**

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	NEW FTE	NEW SALARY	OLD FTE	PREVIOUS SALARY
Andrew Crane	Excluded	Assistant Coach, Women's Basketball	Athletics	6/1/2015	1.00	\$ 44,000.00	1.00	\$ 42,000.00
Jeanne Herman	Excluded	University Registrar	Registration & Records	7/1/2015	1.00	\$ 93,593.00	1.00	\$ 87,470.10
Cynthia Kravitz	Excluded	Director	Equal Opportunity & Policy Compliance	7/1/2015	1.00	\$ 110,000.00	1.00	\$ 100,000.00
Trevor Parks	Excluded	Director	Sports Information	1/1/2015	1.00	\$ 55,057.86	1.00	\$ 51,455.94
Gary Swegan	Excluded	Associate VP Enrollment and Management	Enrollment Management	7/1/2015	1.00	\$ 140,000.00	1.00	\$ 137,000.00
Karen Giorgetti	Faculty	Associate Professor	Psychology	8/12/2015	1.00	\$ 66,702.42	1.00	\$ 83,377.00
Qi Jang	Faculty	Professor	Sociology Anthropology Gerontology	8/12/2015	1.00	\$ 73,071.60	1.00	\$ 97,757.00
Ron Shaklee	Faculty	Professor	Geography	8/12/2015	1.00	\$ 86,277.00	1.00	\$ 99,660.12

**YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE AND FACULTY
PERSONNEL ACTIONS 4/22/15 THROUGH 8/15/15
DISPLACEMENTS RESULTING FROM LAYOFF**

EMPLOYEE NAME	EMPLOYEE TYPE	NEW POSITION TITLE	NEW DEPARTMENT	DATE DISPLACED	FTE
None					

**YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE AND FACULTY
PERSONNEL ACTIONS 4/22/15 THROUGH 8/15/15
LAYOFFS AS A RESULT OF POSITION ABOLISHMENT**

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	DATE OF LAYOFF	FTE	SALARY
None						